

**Board of Directors**  
**Regular Meeting**  
**October 13, 2021**  
**Mohawk Valley Fire Station #1**  
**92068 Marcola Rd.**

**Call to Order:** President Woodworth called the meeting to order at 7:01pm

**Roll Call:** Elmer Shew  Quentin Holmes   
Eric Stevenson  Kevin Woodworth  Peggy Schultz  arrived at 7:04pm

The meeting was mainly ran by Chris; Chief was using zoom to attend the meeting.

**Approval of Minutes:** September 2021 board meeting

President Woodworth asked if there were any corrections to last month's board meeting minutes. There were none. President Woodworth asked for a motion for approval; Quentin motioned to approve, and it was seconded by Elmer. It was approved 3-0.

Peggy arrived shortly after the minutes were approved.

**Audience Participation (Citizen Testimony):** none

**Correspondence:** Cards with roughly \$850 in donations in honor of Bob Starky. There was discussion on getting a plaque or memory stone as other passed prominent members have plaques.

**Emergency Prep Group:**

Peggy and Jackie Rice are spearheading resources and supplies. They are looking for help. The livestock evaluation group is coming along. President Woodworth is going to have Chris and the Chief look at the radio zones. Chief will finalize the evacuation zones when he is back.

**Financial Report:** September 2021 report

The report was reviewed. The highlights include:

- Conflagration and PERS are up but they should eventually level out
- First and second deployment checks for Cougar Peak conflagration
- T-shirt for uniforms
- Reimbursement for fuel to Coburg fire as our credit card was lost at that deployment

President Woodworth asked for a motion for approval; Quentin motioned to approve, and it was seconded by Peggy. It was approved 4-0.

**Fire Chief Report:** Officer's Report/ Maintenance Report/ Activity Report

The Activity Report was not included but it was discussed. The highlights include:

- Chief's hours
- Average month in calls; about 30

**Maintenance Report**

The Maintenance Report was not included but it was discussed. The highlights include:

- 2 rigs are out of service but do not hurt the fleet

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- Elmer asked if there were safety issues; there are so there is a DO NOT OPERATE sticker on the steering wheel
- Septic tank at Station 4 issues. We had it repairs and it has been 2 weeks with no issues
- Water softener and toilet issues in station 4.
- Multiple battery issues around town probably because of the weather changing.
- Working on new command rig
- Been busy with Chief and Patrick out so he hired back the summer help. Elmer asked when Chief would return; should be Monday October 18<sup>th</sup>.

President Woodworth asked about priorities. Chris stated that front line rigs always come first, then stations that are having operational issues.

**Old Business:**

1. Grants  
OSFM grant – there is a microchip shortage so we are waiting to hear. We have requested that we get a letter stating why there is a delay in receiving the product so we can let the grant people know what is happening.  
We did not get the staffing grant which means we do not have to pay the grant writer. We are working on a firehouse subs grant.
2. COVID 19 Update  
We had a breakthrough case in our paid staff. Elmer asked if we knew it was from being on the job; we do not know this. We are required masks in the rigs now.
3. Project Updates  
The new command truck is about 75% completed; waiting for Patrick to return to help with certain parts.
4. Open House  
We fed about 200 people, 150 paying. The auction and raffle made \$13-14 thousand. That money goes toward the volunteer associations and currently they have no projects planned. Roughly about \$6-7 thousand was donated by Willamettans but will go back to the department for training and equipment.

**New Business:**

1. Public Contracting Rules  
While working on the seismic grant, Chief found out that our contracting rules we adopted have outdated themselves. We will need a meeting at 6:30pm before our next board meeting to adopt two new resolutions, public contracting rules and then a

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resolution to exempt us from competitive bidding. They have to adopted in a certain order ( public contracting then the exemption). The resolutions were included in the packets for the board members to review before the October special meeting. The notices of FAQs and resolutions have to be given to the public if asked. The lawyer will give us wording on how to run the meeting.

Chris commented that we now have to have the option of virtual meeting as rules are changing in January.

Public Contracting Rules resolution number 2021-07

Exemption to competitive bidding resolution number 2021-08

It was suggested we arrive at the meeting at 6:15pm for a 6:30pm start.

Then we will have our regular board meeting at 7:00pm

**Items Not on Agenda:**

**Future Meeting Agenda Items: Seismic grant**

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**Next meeting**

**Resolution meeting November 10th, 2021 at 6:30pm**

**Board Meeting November 10th, 2021 at 7:00pm**

Adjourn: Adjourned at 7:35pm.

President Woodworth asked for a motion to adjourn; Elmer motioned to approve, and it was seconded by Peggy. It was approved 4-0.

Public comment is invited. Portions of this meeting may be held in executive session as per **ORS 192.660**.

The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 24 hours before the meeting to **Chief Steven Wallace at 541-933-2907.**

Agenda Posted: Marcola Community Market, Mohawk Valley Fire District #1, Mohawk General Store, Website.

Submitted by Brenda Williams