

**Board of Directors**  
**Regular Meeting**  
**December 12, 2018 at 7:00pm**  
**Mohawk Valley Fire Station #1**  
**92068 Marcola Rd.**

**Call to Order:** President Shew called the meeting to order at 7:00pm.

**Roll Call:** Elmer Shew  X  Quentin Holmes  X  arrived at 7:30pm    
Eric Stevenson  X  Kevin Woodworth  X  Brenda Stedman  X

**Approval of Minutes:** November 14th, 2018 Work Session and Board Meeting  
President Shew asked for any corrections. There were no corrections to the Work Session or Board Meeting minutes. President Shew made a motion for approval; Kevin and Eric approved respectively for both minutes. Both were approved 4-0.

**Audience Participation (Citizen Testimony):** There were none.

**Correspondence:**

A letter from the attorney. It was discussed during Old Business.

**Financial Report:** November 2018

The November report was reviewed.

Some of the highlights were:

- The tax money is almost all in
- We have paid for some of the bond and it will be reflected in next month's report
- Payment for tenders. We have 2 more payments left.
- Casey Jones Welling payment was for the installation of the drill at Station 2
- Still waiting on the conflagration from the Huge and Klondike fires. We will have to do a resolution to adopt the incoming revenue. President Shew said the transfer to conflagration money will need to happen by the end of the fiscal year.
- Tax deposit is higher because of conflagration
- Only have \$3,000 left in vehicle maintenance. One of our vehicles needs a new turbo and Ford will pay for the bulk of it but we may still be paying \$1500.

President Shew made a motion for approval; Kevin and Eric approved respectively. It was approved 4-0.

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

The Activity Report was discussed with highlights that include:

The Chief hours were included. He stated that he worked on Veterans day to meet with a sales representative, so he worked half days to make up for working on a holiday. The activity report included:

- Standard meetings
- EPUD Powerline safety happens every year or two
- 6 recruits finished academy. 1 lives in district, 2 are applying for resident spots, and the others will be doing shifts when we are low staf and on weekends. 31 total volunteers now.

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- McKenzie used the burn container for their new recruits
- Calls are up compared to this time last year. We are at 424 so far and last year's total was 395. It has slowed in November and December

**Maintenance Report**

The Maintenance report was reviewed. The highlights were:

- Spec and quote parts for new rescues such as canopy and slides
- The brush rig is at Kendall Ford being repaired
- Communications equipment order such as Ipads
- Walter E Nelson company was for hand soaps and medical gloves. They cut our price in half for medical gloves
- The day room was updated with new floors and furniture

**Old Business:**

1. Station 2

The logging and clearing are done and the surveyor will be notified. The well is in. We are hoping to have it signed over by the end of the budget year.

2. Mary Cole Days

The Volunteer Association agreed to take it over and restructure. They are aware of the beer garden debate. They want to meet with the current committee to discuss transition.

3. Project Update

The packs are in. We should get the bottles in mid-January at the latest. The pick ups are still 2 months out. We are also waiting on the chastity for the new engine. The tender in Yakima should be back next week. The tender with a water tank leak is having a factory technician flown out in January to work on it.

4. Alfalfa Fire District

The bill of sale/purchase agreement and the details of the engine were included. It had to have dates in it. Chief chose November 1<sup>st</sup> for \$8,000 due for the next 5 years. President Shew asked about if that was enough time to get their money in. Chief said they were okay with it but will check again.

**New Business:**

1. Board Policies

The Chief put the policies on a thumb drive for the Board members. There was a discussion of reviewing the final copy before signing the resolution. The documents are live so if there

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is grammar errors or typos then they can be changed. If there is a structural change then it can be re-adopted. The resolution was signed; approved 4-0. The new policies are effective as of January 1, 2019.

2. Audit Update

The auditor said everything looks good and nearly the same. A big difference is that we went to Quick Books. It was signed and should be in on time.

3. Protection Contracts

There are homes on the hill had protection contracts with the original owners and that transferred to the new owners, but we aren't sure of the wording in the sale about paying for bond fees. Homes with protection contracts will pay for bond fees if we have a bond and now we have a bond. The new owners are willing to sign. The Board agreed to forgo the bond fees for now as it is not much since it is only a few homes.

4. School Fuel Contract

The school is using the tanks and pumps more. The contract originally state that they would only be charged \$30 a month but only for fuel. It also said they will be billed bi-monthly. This has not happened. Chief has discussed adding more to the contract and they agreed. He will do an amendment. We are also looking into a car tracking system which is about \$4,000. The school is willing to pay half. It will help with billing and tracking maintenance. Chief also stated that the new fuel company is working out well. We have new fuel every Tuesday.

5. Equipment Reserve Resolution

We budgeted to move \$60,000 from the general fund to equipment reserves. It was approved 5-0.

**Items Not on Agenda:**

1. SDAO conference packet. The conference is filling up quickly so Chief needs to know who wants to go.
2. Chief changed his cell phone provider to 1<sup>st</sup> Net which is a service for first responders. He got a discount because of his Direct TV contract so the account had to be put in his name. He asked for reimbursement. There were no objections to the reimbursement.

**Future Meeting Agenda Items:**

**Next meeting is on January 9, 2019 at 7:00pm**

Adjourn: Adjourned at 7:38pm.

Kevin and Eric approved respectively; approved 5-0.

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

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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