

**Board of Directors  
Regular Meeting  
January 8th, 2020  
Mohawk Valley Fire Station #1  
92068 Marcola Rd.**

**Call to Order:** President Woodworth called the meeting to order at 7:05pm.

**Roll Call:** Elmer Shew  X  Quentin Holmes  X   
Eric Stevenson   Kevin Woodworth  X  Peggy Schultz  X

**Approval of Minutes:** Dec 11, 2019 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 Peggy. It was approved 4-0.

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

**Correspondence:**

There was a thank you letter from residents regarding the burn and learn on their property. They offered to host a BBQ for the volunteers sometime. Peggy asked about burning the church. We are waiting on DPSST.

**Emergency Prep Group:**

They want to set up a time for EPUD to come out and explain what they do during storms. They are starting up a chimney sweep program where residents can rent materials to clean their chimneys.

**Financial Report:** December 2019

The report was reviewed. The highlights include:

- 98% of the tax money has been collected. We underbudgeted for that revenue.
- We bought an air compressor to replace an old one and it is being installed
- PERS is already at 82% because of conflagration wages. Many that were on conflagration were eligible for PERS. We may need to move contingency funds over later in the year.

Elmer asked about the personnel service lines. The budget and differences lines didn't update. The medical insurance line didn't update either. The Chief will look into it.

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 discussed with highlights that include:

- The Chief hours were not included but he discussed them and offered to email them
- Standard meetings
- Light on training hours
- No structural fires in 2 years was discussed

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- Calls slowed in the last 2 months of the year

Chief is hoping to see dispatch fees go down because there will be a new billing model coming out. All districts will pay the same fees, but Chief would ultimately like to see a tiered dispatch fee system because we don't get the same services as Springfield/Eugene. He would also like to see the creation of a special dispatch district to just run dispatch and would not be owned by Springfield/Eugene.

**Maintenance Report**

The Maintenance Report was discussed with highlights that include:

- Station 1 and 2 signs installed
- Radio programming completed
- Got a generator from FEPP. It is not a good time to do a swap because of the weather. Quentin asked about the new generator. It replaced a very old one. It is diesel, less capacity, but a much better one. Contractors will need to be hired to bring the switch up to code.
- A spring was busted in the 1480 Tahoe drive seat

**Old Business:**

1. Project Update

Chris Barnes and Chief will be gone on the 21<sup>st</sup>-24<sup>th</sup> to do a final inspection on the engine in South Dakota. They are studying the specs and creating a list of what to bring with them. They already know the wheels need to be changed. Dan Wallace will be in charge while they are away, and a volunteer will be hired to help Patrick.

The reader sign may not be in the budget this year and we are leaning toward refurbishing it for now. We have changed the message on the sign and got a call very quickly about someone wanting to volunteer.

**New Business:**

1. Incentive Program

President Woodworth talked to the Chief about an incentive program for the volunteers. Elmer stated we had one before but there were tax issues. The Chief is researching the pros and cons of it but has it currently built into the dream budget.

2. Budget Committee

Val Rylands would like to stay on the committee and needs the board's approval. President Woodworth asked for a motion for approval; Quentin motioned to approve, and it was seconded by Peggy. It was approved 4-0.

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There was discussion about giving the budget committee the budget earlier and then meeting a week before the April meeting. This would give them time to review and then the board can adopt the budget in April instead of waiting til May. It was suggested a 2<sup>nd</sup> meeting still be scheduled in May just in case.

3. SDAO Grant

We got a 50/50 match grant for security and safety. We will be fencing in the training grounds. It will be about \$3500 for us. We are hoping to eventually get a programmable gate. It was suggested Chief talk to Curtis about this type of gate.

4. Equipment Reserve Transfer

A resolution was read and signed to transfer \$85,000 from the general fund to the equipment reserve fund. It was approved 4-0.

5. Copier

The copier we have is not efficient enough. An upgraded copier that can handle different paper sizes, scanning and faxing would be about \$5,000. The maintenance contract rate would be lower. Chief would like to approval move \$5,000 contingency money to office supply fund. President Woodworth asked for a motion for approval; Quentin motioned to approve, and it was seconded by Elmer. It was approved 4-0.

It was discussed that we need to do an auction to sell it. The board would need to declare it as surplus and then do an auction.

**Items Not on Agenda:**

Last March, there were residents that didn't want to pay the bond fee that was part of their fire protection contract. It was determined they need to pay what others pay even though they didn't get to vote. All the contracts have been invoiced. Someone sent in their payment but minus the bond fee. Chief will only reinvoice once and let them know if they do not pay, they will forfeit their fire protection contract. If they do not have a contract and have a fire. We may send limited personnel if we aren't busy with residents calls first. They will also get billed for the service.

Quentin mentioned he was been given positive feedback on the jackets. Elmer may not be at the next meeting.

**Future Meeting Agenda Items:**

**Next meeting is on February 12, 2020 at 7:00pm**

Adjourn: Adjourned at 7:45 pm.

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

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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