

Board of Directors
Regular Meeting
May 11th, 2022
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

Approval of Minutes: April 2022 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 4-0.

Audience Participation (Citizen Testimony): none

Correspondence: Peggy's Resignation letter will be forwarded to the board members. President Woodworth read most of it out loud. The board asked the Chief to get a recognition award for her.

Emergency Prep Group:

This will be a meeting in two Mondays to discuss wildfire and emergency preparedness. Kevin is tracking land laws on F1 and F2 zones. He has written letters to senators and commissioners about not being able to rebuilt if your house burns down in those zones. The county may or may not approve rebuild.

Financial Report: April 2022 report

The report was reviewed. The highlights include:

- Doing better than this time last year
- Seismic grant reimbursements are coming in quick
- Grant expenditure but expecting the reimbursement within days
- Tire inspection
- We are keeping Chris on our health insurance through Cobra for a few months
- We paid his HRA but it will get reimbursed to us
- Pump ladder testing
- Few lines are over spent and Chief is tracking those and will do resolutions
- We are well under budget

President Woodworth asked for a motion for approval; Elmer motioned to approve, and it was seconded by Quentin. 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:

- Regular meetings
- Calls are same amount as last year (141)
- Going away event for Chris

Board of Directors
Regular Meeting
May 11th, 2022
Mohawk Valley Fire Station #1
92068 Marcola Rd.

- Trainings – live fire, hose scenarios, rescue gear
- Hazmat class for Patrick
- Chief earned an SDAO executive officer certification. Some board members will be doing the SDAO certification for board members as well.

Maintenance Report

The Maintenance Report discussion included:

- Transferring stuff to Patrick
- Learning how to radio program
- Pump and ladder testing
- Organize tools
- Allotted money for facility improvement for Patrick and a new tool box
- Looking into a cabinet for the radio equipment

Old Business:

1. Grants

We submitted the AFG for staffing and should hear by September. We are ahead of schedule and under budget with the seismic grant. Ausland group will move in next week. OSFM Senate Bill – readiness bill – has money for fire equipment purchases. They are looking to giving money to a grant so districts can have money toward personnel. This could be mean 2 more people for us, 30 hours a week. We are thinking of splitting the shifts up between the week for both people.

Elmer asked about temporary employee classification. We have to look at grant wording, but with under 30 hours we don't have to pay medical. We do not know if we will have the funding for them after 12 months

2. Project Updates

Seismic work was talked about in grants. We are wanting to do little projects in other stations while this one is getting renovated.

New Business:

1. Budget Resolution 2022-05

The budget committee approved our the budget. President Woodworth read it. Elmer asked about transfer of funds – that is included in general fund.

President Woodworth asked for a motion for adopt the budget; Quentin motioned to approve, and it was seconded by Elmer. It was approved 4-0.

Board of Directors
Regular Meeting
May 11th, 2022
Mohawk Valley Fire Station #1
92068 Marcola Rd.

2. Policy Up-Date (Conflagration Pay)

Code 1-7-3

The spelling error is correct in Chief's copy.

It is approved for 15 minutes of rest for every 2 hours of work. The changes in wording for conflagration pay and defining a work week were addressed.

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

3. Policy Update (Board Duties)

Chief read the definition of Treasurer/Secretary. The appointment happened later on in the meeting. Elmer proposed the Recording Secretary's pay be increased to \$75 per meeting.

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

4. Reserve Engine

We checked the ISO rating and we could always borrow McKenzie's reserve engine. It did fail pump testing and has issues. Chief recommended trying for a minimum of \$40,000 and even trying the auction sites. Discussion of new prices but hard to estimate because this is small. Elmer recommend a minimum of \$50,000.

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

Chief mentioned that he may consider the surplus of a tahoe but it depends on the new hire if they cannot live in district. This discussion was put on hold.

5. Surplus Compressor

The old one is taking up space. Elmer asked about any other station needing it – none. It was approved to surplus it.

6. Board Opening

Chief needs the board approval to start the process of finding another member. President Woodworth asked for a motion for approval to start the process; Eric motioned to approve, and it was seconded by Elmer. It was approved 4-0.

It will need to be open a set amount of time. Elmer asked about prioritizing the lower valley – we cannot do that but the board can appoint who they want.

President Woodworth nominated Eric as the Treasurer/Secretary – he accepted. President Woodworth asked for a motion for approval of Eric as Treasurer/Secretary; Elmer motioned to approve, and it was seconded by Quentin. It was approved 4-0.

**Board of Directors
Regular Meeting
May 11th, 2022
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Eric will set up time with Chief to learn the accounting practices and our systems.

Items Not on Agenda: Training Office application

We have received no applications for this position and it closes Friday. Other districts are having issues getting applicants as well. We need someone in place by fire session. Chief suggested Plan B – upping the pay scale to up to \$73,000 and not reposting, instead offering it to people. It would start out as Captain.

Kevin asked about if that is allowed. Yes we don't have to post it but we do.

Kevin asked about probation period. It would be 12 months.

There was discussion on flexibility of when they can move into district. Chief said sometimes 6-12 months to move into district is not realistic with current pricing but if someone is actively looking then we should be flexible.

President Woodworth asked for a motion for approval to up the pay scale – up to \$73,00 a year; Eric motioned to approve, and it was seconded by Elmer. It was approved 4-0.

Future Meeting Agenda Items:

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Next meeting

Board Meeting June 8, 2022 at 7:00pm

Adjourn: Adjourned at 8:05pm.

President Woodworth asked for a motion to adjourn; Eric motioned to approve, and it was seconded by Quentin. 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