**SW Polk Fire District**

Regular Meeting Minutes – December 14, 2023 – 15455 Salt Creek Rd. Dallas, OR 97338

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| Board Members Present | Board Members Absent |
| **SW Polk Fire District**  Rod Watson  Frank Pender  Tom Jenkins  Tom Gilson | Bob Davis |
| Administration Present |
| Fred Hertel  Sheila Peirce |

Virtual- (V)    Arrives after roll call- (ARC)

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| **GENERAL BUSINESS** | | |
| **Call to Order** |  | Rod Watson opens the meeting at 6:05 pm. SW Polk Fire District has a quorum of directors and will allow deliberation, decision making, and will take public comment per the posted agenda. Rod also opened the meeting for the Local Contract Board. Pledge of Allegiance was recited during the regular board meeting. |
| **Roll Call** |  | Sheila called roll as delineated above. |
| **Additions/Corrections to Agenda** |  | None |
| **Approval of Minutes** | *Discussion/Action* | The board reviewed the minutes for November 9th regular meeting and November 21st special meeting board minutes.  **Motion** Pender  **Second** Gilson  *I move to approve the minutes for November 9th regular board meeting and November 21st special board meeting.*  **Motion Passes Unanimously** |
| **Financial Report** | *Discussion/Action* | The board reviewed the November financial report.  **Motion** Pender **Second** Jenkins  *I reviewed the November bank statements and financial reports, I move to approve the financials as presented.*  **Motion Passes Unanimously** |
| **Audience Participation** |  | None |
| **Old Business** |  | None |
| **New Business** |  |  |
| 1. **Grant Tracker** | *Discussion* | The board reviewed the grant tracker. Since we started in 2021, we have received grants for a total of 1 million dollars. |
| 1. **Oath of Office** | *Discussion* | Rod Watson gave the Oath of office to Frank Pender, Tom Jenkins, and Tom Gilson. |
| 1. **Resolution 2023-24-01 Amending Public Contracting Rules** | *Discussion/Action* | The board reviewed the updated/changes to the Public Contracting Rules.  **Motion** Pender  **Second** Gilson  *I move to adopt Resolution FY2023-24-01 on behalf of Southwestern Polk County Rural Fire District and on behalf of the Districts Local Contract Review Board*  **Motion Passes Unanimously**  Adjourned Local Contract Review Board |
| 1. **Resolution 2023-24-02 Supplemental Budget** | *Discussion/Action* | The board reviewed the supplemental budget.  **Motion** Pender  **Second** Jenkins  *I move to approve resolution FY2023-24-02, adopting a supplemental budget as presented.*  **Motion Passes Unanimously** |
| 1. **Audit 2022-2023** | *Discussion/Action* | The board reviewed the 2023 Audit report and the communication to the governing body.  **Motion** Pender  **Second** Gilson  *I move to accept the 2023 Audit report and the communication to the governing body as presented.*  **Motion Passes Unanimously** |
| 1. **ASA Update** | *Discussion* | The Chief discussed the newly adopted ASA map that the Polk County Commissioners presented. It has not been signed or implemented yet. This is just the first step. We do have an ASA and that is a big step for us. The next step for the County Commissioners is to make a written plan. |
| **Chief’s Report** | Discussion/Action | The Chief shared changes that were made in Lexipol. These changes will be implemented Jan 1, 2024. The board decided to make a motion to accept these changes instead of holding a special meeting or risk not being in compliance as of Jan 1, 2024.  **Motion** Pender **Second** Gilson  *I move to make a motion to except the changes presented by Lexipol and update our policies.*  **Motion Passes Unanimously**.  The Christmas Party was a lot of fun. Santa Claus showed up.  We had a badging for two of our people Cade Rosenbalm and Cameron Cummins who successfully completed their probation period.  Facility Update – Fackler has been working very hard on fixing all the stations.  Drawings are done for Bridgeport and waiting on permits. That can take up to nine weeks.  We were donated by the Sheriff’s Office of Clackamas County a 2005 F-150 pickup with a canopy. |
| **Director Comments** | Discussion | None |
| **Meeting Adjournment** |  | **Meeting adjourned at 7:36pm** |