

# Southwestern Polk County RFPD

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## Minutes

Regular Board Meeting – February 12, 2019 7:30 PM  
Dallas Fire Station (915 SE Shelton ST, Dallas)

### PRESENT

- Board Members: Rod Watson, Bob Davis, Frank Pender, Keith Moore
- Chiefs: Brad Weaver, Todd Brumfield
- Guests: Jake Rosenbalm, Fred Hertel, Scot Breeden, Sean Hoxie, Zach Leigh, John Stein, Michael Junge

CALL MEETING TO ORDER at 7:31 PM by Board Chairman Rod Watson

AGENDA CHANGES- none

PUBLIC COMMENTS- none

MINUTES: January Board meeting minutes approved with no changes. Motion made by Frank Pender, and seconded by Bob Davis. Motion carried unanimously.

FINACIALS: Frank Pender moved to pay the bills for the month of January. Bob Davis seconded. Motion carried unanimously.

Cecilia Ward came to discuss the 2018 Audit for SW Polk. She pointed out a few things. Page three says that management provided everything they needed for the Audit. The auditor will provide feedback. She reviewed and mentioned a few comments from the auditor. When it comes to publishing the budget, we can also put it on the website. Cecilia then asked if there were any questions. Todd asked about password changing. Cecilia said that they are currently working on updating to a better system.

Todd discussed that SW Polk should look into the insurance comment. He is going to check to make sure that they have enough insurance to cover the bond money as well. He is looking at intellectual properties if the board would like.

### OLD BUSINESS

- Rod discussed the Planning Coalition meeting that happened on the 6<sup>th</sup>. He requested Fred to discuss Campbell Delong to do a focus group on each community involve in the coalition. This will build the public perception on what the goal will be. This will cost about \$8,200 per entity if all agree. Bob stated it was fairly successful during the bond election.  
Bob Davis moves that Campbell Delong Resources Inc. run a public perception study. Keith seconded this motion. The motion passed unanimously. Frank agreed with Bob's statement. They gave good insight the first time it was done. Frank feels this company would help again in this scenario.
- Elections are now open. Frank Pender and Bob Davis are both up for re-election for a four year term. Keith Moore is up for re-election for the remainder of avid Gwinner's term, which is two years. The closing date for applications is March 21st.
- Michael Jung from Carlson Veit attended the SW Board meeting in order to explain where the process is with the new station. Blueprint drafts were passed out. He and Chief Fred Hertel talked about some changes that may need to be made. This includes power lines, water, etc. Frank Pender asked if they will be able to use Perrydale water. Fred said they are still in negotiations for that. Michael mentioned some other risks that are still being worked out. Michael says that he hopes to start this summer. Looking at the budget, and also

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looking for an OK from ODOT. His team is looking for a quick build plan. He will try to submit mid-April to get a permit around mid-June.

Fred discussed the Rickreall property as well. He has a person willing to sell their land north of the current station. The old dog park property is also still on the table. The property being sold by Brad weaver's neighbor has an asking price of \$350,000. The property up north helps the ISO rating, but all areas are still being looked at for consideration. Keith asked about the dog pound property. Fred explained that there are issues with that area, but they are still looking into it as a possible area.

Fred brought up the current layout of the Salt creek property. He explained that they are currently trying to correct the wetland problem. After more discussion, they will determine the best way to solve some of the concerns they have. A north site is the target for building, but they have been offered a south site.

The station committee will start meeting not that there are plans set. Ashley and Fred will coordinate the meeting dates and times. The station committee members are Rod Watson, Keith Moore, Todd Brumfield, Brad Weaver, Fred Hertel, John Elegant and two members from Sheridan.

### NEW BUSINESS

- Rod discussed the one year out clause that was mentioned in the last letter given to the City of Dallas when it comes to the contract between Dallas and SW Polk. A new letter has been drafted, which states that the one year out clause was not correct, and that it should state that it is a ninety day out clause instead. A letter has been drafted and has been brought to the Board. Bob Davis motioned that the letter be sent to Greg Ellis on behalf of the SW Polk Board. This was seconded by Frank Pender. This new date would end the contract between Dallas and SW Polk on June 30, 2019.
- The budget calendar for the 2019-2020 fiscal year was passed out. Frank moved to appoint the suggested budget members of Shana LAvier, Fred Hertel, Tom Green, Amy Pendley and Bruce Sigloh. This was seconded by Bob Davis. Frank also motioned to adopt the budget calendar that was passed out. Keith Moore seconded. Both motions were passed unanimously. Fred spoke about how two people were appointed to meet with SW Polk. Rod and Bob will represent SW Polk. This was a unanimous decision.
- Fred discussed a Civil Services Commission. Sheridan and West Valley are moving forward this and have invited SW Polk to do so as well. They don't need to since they don't currently have any employees of their own. It would eliminate the two current formats, and create one new one. Bob says that he has a problem with the termination clause in this commission. He ran into issues in previous jobs, and does not know if it's the best way to go. The topic will be put on the agenda to discuss again in March.

### REPORTS

**DIRECTORS-** Rod discussed his time at the SDAO conference. He says it was very good.

#### CHIEFS

- Station 130- Chief Brad Weaver passed out the call volume reports for January. It was a very busy month. The training committee sent two members to a training seminar. It went very well. He then discussed the details of his neighbor's property that is for sale. Besides the price, it is on a 1 acre lot, and includes two houses.
- Station 100- Chief Todd Brumfield Passed out the responses for January. He briefly discussed the insurance letter that was received. Chief Brumfield also gave out a memo that discussed the public meeting law. He wanted to make sure that the January 29th meeting was done correctly. He discussed that the main points that need to

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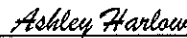
be on the Agenda, and it has to state who will be present at the meeting. Information meetings are still public meetings.

Todd passed out a draft of a potential RFP cost for a feasibility study for the city of Dallas. They will be looking more at the financial perspective than response times. This topic will be discussed again at the March meeting.

With no further business, meeting adjourned at 8:59PM



Rod Watson, Chairman



Ashley Harlow, Office Assistant