**SW Polk Fire District**

Regular Meeting Minutes – July 13, 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  Bob Davis  Tom Jenkins | Tom Gilson |
| 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 6:16 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. Pledge of Allegiance was recited during the regular board meeting. | |
| **Roll Call** |  | Sheila called roll as delineated above. | |
| **Additions/Corrections to Agenda** |  |  | |
| **Approval of Minutes** | *Discussion/Action* | The board reviewed June 8, 2023, Regular meeting; June 12, 2023, Special Meeting minutes.  **Motion** Pender **Second** Davis  *I move to approve the June 8th regular meeting; June 12th Special Meeting minutes as presented.*  **Motion Passes Unanimously** | |
| **Financial Report** | *Discussion/Action* | The board reviewed the June financial report. All questions for clarification were answered.  **Motion** Pender  **Second** Davis  *I move to approve the financial reports as presented.*  **Motion Passes Unanimously** | |
| **Audience Participation** |  | None | |
| **Old Business** |  |  | |
| 1. **Polk County Mutual Aid Agreement** | *Discussion/Action* | The board reviewed the Polk County Mutual Aid agreement.  **Motion** Davis  **Second** Pender  *I move to approve the updates to the Intra-County Mutual Aid Agreement and allow the Fire Chief to sign.*  **Motion Passes Unanimously** | |
| 1. **Board Policies** | *Discussion/Action* | The board reviewed the three policies. Finance policy 002, Unmanned Aerial System policy 434, and Live-Fire Training 715.  **Motion** Pender **Second** Davis  *I move to adopt the financial 002, unmanned aerial system 434, and live-fire 715 policies for SW Polk Fire District.*  **Motion Passes Unanimously** | |
| **New Business** |  |  | |
| 1. **Board Officers Elections** | *Discussion/Action* | **Motion** Pender **Second** Davis  *I move that we keep the officers the same as they have been. President – Rod Watson, Vice President – Frank Pender, and Treasurer/Secretary Bob Davis.*  **Motion Passes Unanimously** | |
| 1. **Auditor Agreement** | Discussion/ Action | Chief Hertel informed the board that we have been with the same auditors for the past three years and asked the board if they wanted to stay with them. Kathy, our CPA suggested that we not make any changes for another year.  **Motion** Davis  **Second** Pender  *I move to direct the Fire Chief to enter into an audit agreement with Pauly, Rogers and Co., P.C. for the FY2023 audit.*  **Motion Passes Unanimously** | |
| **Chief’s Report** | Discussion | Chief Hertel has been meeting with the ASA people this week. They have been struggling with our data. The Chief and staff have been going through our data to help them understand how many medical calls we have gone on in the past year.  It's that time a year again that we might get called out for a fire. There have already been three deployments from other districts. Chief Hertel and Chief Magers are on the same team so they might be gone at the same time, but Zach is prepared to take the lead if this was to happen.  The new ambulance has been vinyl wrapped and decaled. The board and the Chief discussed succession planning. | |
| **Director Comments** | Discussion | Tom Jenkins asked about board training from SDAO. Rod thought it would be a good idea to have a live training at the station and invite other districts’ boards to join. September was thought to be a good month to hold this training. | |
| **Meeting Adjournment** |  | **Meeting adjourned at 7:26pm** | |