

**SW Polk Fire District**

Regular Meeting Minutes – April 14, 2022 – 15455 Salt Creek Rd. Dallas, OR 97338\*

\*Meeting was held virtually via RingCentral Meetings\*

Board Members Present	Board Members Absent
<b>SW Polk Fire District</b> Rod Watson Frank Pender Keith Moore Bruce Sigloh Bob Davis	None
	Administration Present
	Fred Hertel Christine Talley

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

GENERAL BUSINESS		
<b>Call to Order</b>		President 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. Pledge of Allegiance is recited.
<b>Roll Call</b>		Chief Hertel calls roll as delineated above
<b>Additions/Corrections to Agenda</b>		Bruce adds ideas to promote passage of the levy.
<b>Approval of Minutes</b>	Discussion/Action	Board reviews the March 10 <sup>th</sup> meeting minutes.  <b>Motion:</b> Davis <b>Second:</b> Sigloh <i>I move to approve the March 10<sup>th</sup> meeting minutes.</i> <b>Motion passes unanimously</b>
<b>Financials</b>	Discussion/Action	Board reviews March Financials. All questions are answered by Chief Hertel.  <b>Motion:</b> Pender <b>Second:</b> Davis <i>I move to approve the March financials as presented.</i> <b>Motion passes unanimously</b>
<b>Audience Participation</b>	Discussion	Brad Weaver, Rickreall – Tendered his resignation as a volunteer for SW Polk Fire District. Along with his resignation, he read a written message outlining his personal opinions about the organization.
<b>Budget Committee Members</b>	Discussion/Action	Hertel states that at the last meeting there was a motion but no vote for budget committee members.  <b>Motion:</b> Sigloh <b>Second:</b> Davis <i>I move to appoint Tom Gilson and David Loewen as budget committee members for another term.</i> <b>Motion passes unanimously</b>
<b>Resolution No. FY 2021-22-07</b>	Discussion/Action	The board reviews Resolution No. FY 2021-22-07. Hertel states there is a typo of “appropriates” instead of “appropriations” and that will need to be changed before signing.

		<p><b>Motion:</b> Davis <b>Second:</b> Pender  <i>I move to adopt resolution number FY 2021-22-07, a resolution making appropriation transfers within the General Fund of the FY 22 Budget.</i>  <b>Motion passes unanimously</b></p>
<b>Board Policy 100 &amp; 101</b>	Discussion/Action	<p>The board reviews policies 100 &amp; 101. Hertel explains the policies are what was used under the three-district consolidation effort, and they have been updated SW Polk Fire District alone. He states the policies have been added to Lexipol and the board members have instructions for how to access Lexipol online. Sigloh asks for an explanation of Lexipol. Hertel states it is a third-party vendor that monitors policies and makes recommendations and provides policies to follow that keep the district compliant.</p> <p><b>Motion:</b> Pender <b>Second:</b> Davis  <i>I move to adopt the updated policies: 100-Board Policy &amp; 101-Organizational Procedures Policy.</i>  <b>Motion passes unanimously</b></p>
<b>Bank Signers</b>	Discussion/Action	<p>Hertel states they need to update the bank signers on the volunteer bank account, with Brad's resignation and Jake Gillins has replaced Rob Foster as the President, so Rob Foster would also need to be removed. Jake Rosenbalm states that Rob Foster is the Vice President, replacing Broc Weaver, and should remain a Bank Signer.</p> <p><b>Motion:</b> Davis <b>Second:</b> Sigloh  <i>I move to make the following changes to signers on the Columbia Bank account 7000759832:</i>  Remove - Brad Weaver and Broc Weaver  Retain/Add - Fred Hertel, Jake Rosenbalm, Rob Foster, and Jake Gillins.  <b>Motion passes unanimously</b></p>
<b>Contracted Ambulance Service</b>	Discussion/Action	<p>The Board reviews the contract from McMinnville Fire Department. Discussion follows.</p> <p><b>Motion:</b> Davis <b>Second:</b> Pender  City of McMinnville  <i>I move to approve the Intergovernmental Agreement between the City of McMinnville and SW Polk Fire District and give the Fire Chief permission to sign the agreement.</i></p> <p>Moore asks if they need to read the contract with Dallas first. Davis says he doesn't think so.  <b>Motion passes unanimously.</b></p> <p>The board reviews the City of Dallas contract. Hertel states he believes it is a good start, but it needs work. Davis expresses he believes the contract is punitive and sets up SW Polk for a fall. Watson suggests Hertel have the attorney review it. Moore suggests they should not waste money to have the attorney review it if they believe the contract</p>

		is that bad. Sigloh agrees. Hertel asks if the board would like to make a counter proposal. Moore states he believes they can pick and choose what they like out of it. Hertel asks for board member input on the counter proposal. Pender agrees to assist. Watson asks Chief to bring a counter proposal back to the next board meeting.
<b>Donation Letter: Sweet Home Fire District</b>	Discussion	Hertel states that Sweet Home donated used turnouts to the SW Polk Fire District, while the administration is working on grants to purchase new ones. He distributes a drafted letter for the board members to review.
<b>Ideas to Promote Levy</b>	Discussion	<p>Sigloh introduces drafted ideas to pass the levy, including talking to businesses to see if they would support levy advertisements. Sigloh states it is something the board members need to work with the PAC. Moore suggests they take the list home to work on.</p> <p>Scott Magers, attending the meeting on his personal time, states the PAC would love to know all the businesses and visit them. He says they'd be happy to set up meetings and provide whatever information they need.</p> <p>Discussion of PAC financials.</p>
<b>Chief's Report</b>	Discussion	<p>Chief Hertel introduces the Chief's Report.</p> <p>Hertel states that the board members had asked volunteers to be invited to speak at the meeting. He introduces the minutes from the last volunteer meeting and invites any volunteers in attendance to speak if they so choose. Sigloh states that Weaver said board members have been invited to attend association meetings, but he has not received an invitation. Hertel states he believes the board members have an open invitation. Davis states he has attended three times, but he feels uncomfortable just showing up. He states that if he felt he had something to say to the volunteers he would ask to attend. Hertel suggests that Watson assign one board member to attend a volunteer association meeting, which occurs once per month. Watson suggests they assign it ahead of time.</p> <p>Hertel discusses the "best practices" discount from the Special Districts Association of Oregon. He says he has entered the data and the district is at a 6% discount already. Discussion of discounts follows.</p> <p>Hertel states there is a Defensible Space presentation on April 19<sup>th</sup> at Rickreall Fire Station, which is co-presented by Polk County Livestock Association and SW Polk Fire District, with speakers from Polk County Emergency Management, the Oregon Office of the State Fire Marshal, and Oregon Department of Forestry.</p> <p>Hertel introduces a letter from Ken Waller (in attendance) to the Board of Directors. Watson asks if Waller would like to speak. Waller says he</p>

		<p>doesn't really have anything to add to his letter. Watson thanks him for his input.</p> <p>Hertel states that SW Polk responded to two vehicle crashes today, and they had an incident where one of the SW Polk engines struck another vehicle and there is an internal investigation.</p>
<b>Director Comments</b>	Discussion	None
<b>Meeting Adjournment</b>		<b>Meeting adjourned at 7:44 pm</b>

Upcoming meetings/events:

- May 12<sup>th</sup> Regular Meeting

Board packet and handouts included:

- Mar. 10<sup>th</sup> Meeting Minutes
- March Financials
- Resolution Number FY 2021-22-07
- Board Policies 100 & 101
- Chief's Report