

SW Polk Fire District

Regular Meeting Minutes – January 13, 2022 – 15455 Salt Creek Rd. Dallas, OR 97338*

Meeting was held virtually via RingCentral Meetings

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

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

GENERAL BUSINESS

Call to Order		President Rod Watson opens the meeting at 6:00 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.
Roll Call		Chief Hertel calls roll as delineated above
Approval of Minutes		Board reviews minutes for November 22 nd , December 8 th , December 20 th , and December 27 th . Motion: Pender Second: Davis <i>I move we approve all minutes as presented.</i> Motion passes unanimously
Financials	Discussion/Action	The board reviews the December financials. All questions are answered. Hertel says they have all expenditures accounted for and they still need to balance the expenses against revenue as well as Sheridan and West Valley as part of the separation. Hertel states the next step after that would be to complete the supplemental budget. Motion: Davis Second: Pender <i>I move to approve the December financials.</i> Motion passes unanimously
Additions/Corrections to the Agenda	Discussion/Action	Hertel adds the "Citizen Letter" and the resolution for EMS delivery under New Business.
Audience Participation		None
Executive Session		Authorized under ORS 192.660(2)(i): To review and evaluate the employment-related performance of the chief executive officer of any public body, a public officer, employee or staff member who does not request an open hearing.
Fire Chief Performance Review	Discussion/Action	Motion: Watson Second: Sigloh <i>I move to approve the Chief's Performance Review</i> Motion Passes unanimously
Fire Chief Contract Update	Discussion/Action	Chief Hertel explains the last time the contract was signed there were incorrect dates, so they have been updated.

		<p>Motion: Pender Second: Davis <i>I move to approve the Chief's Contract with the corrections indicated.</i> Motion passes unanimously</p>
Civil Service Commission	Discussion	Hertel explains they are still waiting on the attorney's response and recommends tabling until the next meeting.
E137 Sale	Discussion/Action	<p>Discussion of sale of Engine 137.</p> <p>Motion: Davis Second: Pender <i>I move to accept the offer from Carlton Fire District</i> Motion passes unanimously</p>
West Valley Update	Discussion	<p>Hertel explains they are still working on the transition with West Valley while the West Valley board decides who will take over various portions of the administrative work.</p> <p>Sigloh asks whether West Valley has offered any exchange for the money owed to SW Polk under the IGA. Hertel says there is a memo outlining the equipment that SW Polk has received in lieu of dollars.</p>
Levy Discussion	Discussion	Hertel requests they save the Levy discussion for last.
Union Negotiations	Discussion	<p>Hertel states the Union has asked SW Polk to enter negotiations this month. He asks the board who they would like to represent them, if they would like a liaison for negotiations.</p> <p>Watson and Davis state they would be in favor of having a board member represented. Watson appoints Bruce Sigloh and Bob Davis to represent the board in Union negotiations.</p>
Citizen Letter		Davis presents the letter of response to the Union and states he believes it should be posted where the public may have access to it. The board decides to post the response to the Union letter on the website.
Resolution	Discussion/Action	<p>Hertel introduces a resolution that staff drafted to acknowledge what the district has accomplished and provide formalized direction from the board of directors.</p> <p>Motion: Pender Second: Moore <i>I move that resolution 2021-22-02 redefining basic life support and advanced life support services within SW Polk Fire District.</i> Motion passes unanimously</p>
Amity Fire District (not on agenda)		Discussion of Amity Fire District current direction and relationship with McMinnville Fire Department.
Levy Discussion	Discussion	Deputy Chief Scott Magers introduces Lou Gugliotta as an expert for providing public information. Lou presents on providing public information and developing a strategic and master plan. Gugliotta states staff will meet on January 28 th to create a list of requirements to complete levy documentation to present to the board.
Chief's Report	Discussion	None
Director Comments	Discussion	Moore states he has heard from several community members and states they are proud of the crews. Magers states the on-duty crew had gone from the shower to having the roof removed in 9 minutes

Meeting Adjournment		Meeting adjourned at 7:25pm
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Upcoming meetings/events:

- February 10th Regular meeting

Board packet and handouts included:

- December Financials
- Chief's Report
- Resolution No. 2021-22-02
- Citizen Letter