**SW Polk Fire District**

Regular Meeting Minutes – April 13, 2023 – 15455 Salt Creek Rd. Dallas, OR 97338

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| Board Members Present | Board Members Absent |
| **SW Polk Fire District**Frank PenderRod WatsonTom Jenkins Tom Gilson | Bob Davis |
| Administration Present |
| Fred HertelScott MagersSheila Peirce |

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

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| **GENERAL BUSINESS** |
| **Call to Order** |  | President Rod Watson opens the meeting at 6:05pm. 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** |  | None |
| **Approval of Meeting Minutes** | Discussion/Action | The Board reviewed the meeting minutes:**Motion** Pender **Second** Gilson*I move to approve the minutes for the March 16th Regular Meeting as presented.***Motion Passes Unanimously** |
| **Financial Report** | Discussion/Action | The Board reviews the March Financial Report. All questions for clarification are answered. **Motion** Pender **Second** Jenkins*I move to approve the financial reports as presented.***Motion Passes Unanimously** |
| **Audience Participation** |  | None |
| **Old Business** | Discussion | None |
| **New Business** |  |  |
| 1. **Capital Improvements**
 | Discussion/Action | Facility improvement – Temporary sleeping quarters while the add on is being built at Bridgeport. Staff found an RV with two separate bedrooms, two bathrooms and a full kitchen. It would meet all the criteria so that we could go to 24-hour staffing immediately. This is the least expensive option. The cost would be $105,00. Could be resold to possibly recuperate 80% of initial cost after the building is done. This seems to be the simplest and most cost-effect way to go. Plans for adding to Bridgeport include adding two apparatus bays, adding a room behind the current office area for a kitchen and a staff area and adding a separate building for sleeping and crew quarters. The cost for this would be around $875,000. Staff agreed to bring further information back on finance options for these facility improvements.We have two ambulances with mechanical issues. To repair them it would cost around $30,000 each. Philomath has a 2016 used ambulance for purchase. It is a sealed bid process that closes on April 17th. We are asking the board to give us permission to put in the bid and purchase. Funding options were discussed.**Motion** Pender **Second** Gilson*I move that we submit a bid to Philomath FD for their ambulance and purchase it.***Motion Passes Unanimously** |
| 1. **OEM Agreement**
 | Discussion/Action | SW Polk was awarded the OEM SPIRE grant for a 500 Gallon fuel trailer. Staff requests permission to accept the grant by signing the grant agreement.**Motion** Pender **Second** GilsonI move to give permission for Chief Hertel to sign the agreement.**Motion Passes Unanimously** |
| **Chief’s Report** | Discussion | Hertel introduces the Chief report by going over the GEMT (Ground Emergency Medical Transportation) program and the process required as part of the program. Chief Magers and I attended the Incident Management team training in Sunriver. ASA project ESCI came out and did a draft of the data and information. After ESCI meets with all the agencies they will produce a plan document. After that the document goes to the ASA advisory committee to review it and then it goes to the Polk County Commissioners. It may be another 6 months or so before we see the ASA plan agreement fully updated and adopted.FamJam event is at the end of this month. It is a kindergarten registration for Polk County children.We have had some personnel transitions and are getting ready to be fully staffed at Bridgeport.Volunteer Report:Nothing to report. Rod asked about the pancake feed. Lionel stated that the volunteers are cancelling this year’s pancake breakfast.  |
| **Director Comments** | Discussion | None |
| **Meeting Adjournment** |  | Meeting adjourned at 7:14pm |