

**SW Polk Fire District**

Regular Meeting Minutes – March 10, 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 Jennifer Stone

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

GENERAL BUSINESS		
<b>Call to Order</b>		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.
<b>Roll Call</b>		Chief Hertel calls roll as delineated above
<b>Additions/Corrections to Agenda</b>		None
<b>Approval of Minutes</b>	Discussion/Action	Board reviews the February 10 <sup>th</sup> meeting minutes.  <b>Motion:</b> Sigloh <b>Second:</b> Davis <i>I move to approve the February 10<sup>th</sup> meeting minutes.</i> <b>Motion passes unanimously</b>
<b>Financials</b>	Discussion/Action	Board reviews minutes for February 10 <sup>th</sup> . All questions are answered by Chief Hertel and/or the Finance Assistant.  <b>Motion:</b> Pender <b>Second:</b> Davis <i>I move to approve the February financials as presented.</i>  <b>Motion passes unanimously</b>
<b>Audience Participation</b>	Discussion	None
<b>Conflagration Resolution</b>	Discussion/Action	Hertel explains that there were conflagrations reimbursed through SW Polk that included funds by the other two districts. He states they need to accept the funds into their budget.  <b>Motion:</b> Pender <b>Second:</b> Sigloh <i>I move to adopt resolution number FY 2021-22-05, a resolution declaring an unforeseen condition and adopting a supplemental budget for FY 2021-2022.</i> <b>Motion passes unanimously</b>
<b>Bond Resolution</b>	Discussion/Action	The board reviews the operating levy report and resolution

		<p><b>Motion:</b> Pender <b>Second:</b> Davis  <i>I move to adopt resolution number FY 2021-22-06, a resolution declaring an unforeseen condition and adopting a supplemental budget for FY 2021-2022.</i></p> <p><b>Discussion</b>  Hertel explains that this resolution is asking the board to approve additional unforeseen carryover funds and interest, so that he may finish the bond project in the fiscal year.</p> <p><b>Motion passes unanimously</b></p>
<b>Budget Committee Members</b>	Discussion/Action	<p><b>Motion:</b> Pender <b>Second:</b> Davis  <i>I move to appoint Tom Gilson and David Loewen for another term on the budget committee for SW Polk Fire District.</i></p> <p>Sigloh asks how many people are on the budget committee. Hertel states five. Sigloh asks who the other three budget committee members are. Hertel states Jeff Classen, Amy Pendley, and Todd Pendley.</p> <p><b>Vote not taken</b></p>
<b>Budget Calendar</b>	Discussion/Action	<p>Hertel states they made one change to the budget calendar, which is the notice of budget committee meeting only needs to happen once in the local newspaper, and only one notice on the website.</p> <p><b>Motion:</b> Davis <b>Second:</b> Sigloh  <i>I move to approve the budget calendar</i>  <b>Motion passes unanimously</b></p>
<b>2021 Audit</b>	Discussion	<p>Hertel explains they are still moving forward on the 2021 audit, and that the board may expect the 2021 audit in the next month or two. He states that the extension increases their costs.</p>
<b>Board Policy 001 &amp; 002</b>	Discussion	<p>Hertel states they have changed the numbers of the policies in order to add them to Lexipol, which changes 001 to 101 and 002 to 102. He states the number is the only change, and they're the same policies that the board was working under the three districts. Hertel explains they've only been changed to reflect SW Polk Fire District's desires only. The board only needs to approve them as revised.</p> <p>The board agrees to review the policies for the next meeting.</p>
<b>Chief's Report</b>	Discussion	<p>Hertel explains that training hours have been re-added to the monthly report and are now broken down by Fire and EMS training.</p> <p>He reminds the board that the COVID emergency resolution passed in March 2020 states "the board of directors chooses to follow the federal declaration for the duration." Hertel states it does not negate any</p>

		<p>decision by the board to overturn the emergency resolution at any time.</p> <p>Hertel states he'd like to have a meeting with the volunteer recruitment and retention committee, including himself and two board members on March 17<sup>th</sup> at 6:00 p.m.</p> <p>Hertel states the SEL 803 for the levy is for the board's information only. He states it will be filed by March 17<sup>th</sup>.</p> <p>Hertel reviews packets that will be sent to Sheridan and West Valley Fire Districts. Hertel explains the packets line out the financial split between the three districts.</p>
<b>Director Comments</b>	Discussion	None
<b>Meeting Adjournment</b>		<b>Meeting adjourned at 7:57pm</b>

Upcoming meetings/events:

- April 14<sup>th</sup> Regular Meeting

Board packet and handouts included:

- Feb. 10<sup>th</sup> Meeting Minutes
- February Financials
- Budget Calendar
- Resolution Number FY 2021-22-05
- Resolution Number FY 2021-22-06
- Board Policies 001 & 002
- Chief's Report
- SEL 803