

**SW Polk Fire District**

Special Meeting Minutes – August 12, 2021 – 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 (ARC)	None
	Administration Present
	Fred Hertel Christine Talley (V)

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

GENERAL BUSINESS		
<b>Call to Order</b>		President Rod Watson opens the meeting at 6:02 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>Audience Participation</b>	Discussion	None
<b>Attorney Waiver Letter</b>	Discussion/Motion	Hertel discusses the joint use of an attorney, stating with Sheridan stepping out of the IGA it activates a new waiver to be signed for WV and SWP using the same attorney to draw up a new IGA.  Watson says he doesn't see a reason to consult a new attorney right now.  <b>Motion:</b> Sigloh <b>Second:</b> Pender <i>I move we adopt this agreement with our attorney.</i> <b>Motion passes unanimously</b>
<b>Deferred Comp Plan</b>	Discussion/Motion	Hertel explains the deferred comp plan is the last component to having employees and requires board approval.  <b>Motion:</b> Pender <b>Second:</b> Sigloh <i>I move we approve the deferred comp plan.</i> <b>Motion passes unanimously</b>
<b>Surplus Apparatus</b>	Discussion/Action	Hertel introduces a staff report on Engine 137 and Tender 113 being recommended for surplus.  <b>Motion:</b> Pender <b>Second:</b> Moore <i>I move to surplus E 137 through normal processes and offer T 113 to West Valley Fire District for \$5000. If West Valley Fire District declines; surplus T 113 through normal processes.</i>  Sigloh expresses concern about coverage of stations and asks why they do not need the apparatus. Hertel states they have purchased new trucks, and these are reaching their end of life. He says they do not currently have enough staff to drive them. Discussion of apparatus follows. Sigloh asks for the estimated value of E 137. Hertel says the

		<p>estimated value of E 183 was \$5,000 and was sold for around \$7,000. He states it's hard to estimate the value on the Gov Deal website. Discussion of offering E 137 to Falls City. Board asks Hertel to explore it further.</p> <p>Pender withdraws his motion.</p> <p><b>Motion:</b> Pender <b>Second:</b> Moore <i>I move to offer T 113 to West Valley for \$5,000.</i> <b>Motion passes unanimously</b></p>
<b>2020 Annual Report</b>	Discussion	<p>Hertel introduces an annual report for the year 2020. The Board reviews the annual report, and all questions are answered.</p> <p>Davis expresses concern about Bridgeport and asks if there will be a formal agreement with Falls City. Watson says they are still talking to Falls City and Dallas.</p>
<b>Future Direction</b>	Discussion	<p>Sigloh provides a list of service goals.</p> <p>Discussion of volunteers.</p> <p>Hertel introduces a staff report on financials and a recommended IGA. He states he does not recommend committing to an IGA longer than 6 months due to the Confederated Tribes of Grand Ronde starting their own Fire and EMS service. Hertel explains the recommendation is at current costs and employees to provide minimum operations.</p> <p>Pender provides a list of service goals and introduces an operating levy.</p>
<b>Board Director Training (not on agenda)</b>	Discussion	Hertel introduces a reminder of the board investigation and provides Director training options from the attorney, as requested by Moore.
<b>Meeting Adjournment</b>		<b>Meeting adjourned at 7:25pm</b>

Upcoming meetings/events:

Board packet and handouts included:

- Attorney Waiver Letter
- Deferred Comp Plan
- 2020 Annual Report
- Director training email

In our Board Meetings, we agree to...

- Begin and conclude meetings on time
- Be on time and come prepared to participate
- Be respectful, including:
  - Keeping our cell phones silent
  - Listening without interrupting when someone else is speaking
  - Allowing for all to contribute to the discussion
  - Honoring the Chair

- Follow Robert's Rules of Order for parliamentary procedures
- Honor confidentiality
- Have fun!