

SW Polk Fire District

Regular Meeting Minutes – January 12, 2023 – 15455 Salt Creek Rd. Dallas, OR 97338

Board Members Present	Board Members Absent
SW Polk Fire District Frank Pender Rod Watson Bob Davis (V) Keith Moore	None
	Administration Present
	Fred Hertel Christine Talley

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

GENERAL BUSINESS		
Call to Order		President Rod Watson opens the meeting at 6:10 pm, following a workshop meeting. 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 workshop meeting.
Roll Call		Taken during Workshop Meeting.
Additions/Corrections to Agenda		None
Approval of Meeting Minutes	Discussion/Action	The board reviews the December 8 th Meeting Minutes. Watson asks for an update on the LGIP account. Hertel states it has been created and funds moved. Motion Pender Second Moore <i>I move to approve the minutes as presented.</i> Motion Passes Unanimously
Financial Report	Discussion/Action	The Board reviews the December Financial Report. All questions for clarification are answered. Discussion of why operating income is 208% of the budget. Hertel explains that it is an error from QuickBooks. Watson asks Hertel to investigate the discrepancy. Moore asks what percentage of the taxes are accounted for in the Budget. Hertel states 94%. Motion: Pender Second: Moore <i>I move to approve the finance reports as presented.</i> Motion passes unanimously.
Audience Participation		Jake Rosenbalm expresses disappointment in the board’s decision to “gloss” over his suggestions in the volunteer handbook during the workshop. He states he believes the handbook was rushed. He asks that the board not approve the handbook tonight and that they work together to make something that works for everyone.
WVCC Agreements	Discussion/Action	Hertel introduces the updated WVCC agreement that was received last week. He states he believes it is ready to be adopted. Moore states the agreement does not say anything about costs or fees. Hertel says

		<p>essentially the district does not have any control over that, that fees are driven by the City of Salem based on operational needs.</p> <p>Motion: Moore Second: Pender <i>I move to approve the WVCC agreement and authorize the Fire Chief to sign.</i></p> <p>Motion Passes Unanimously</p>
Board of Directors Appointment	Discussion/Action	<p>Discussion of filling the board vacancy from Bruce Sigloh. Hertel states that Jeff Classen has withdrawn his name from consideration at this time, citing concern with the potential conflict of interest with his position at ODF. He states Tom Gilson, Chris Burton, and Brad Weaver are the remaining candidates for appointment. Hertel states the position will be opened on the ballot if not filled and will also need to run in the next election. Pender suggests having the two candidates that haven't been heard from attend the next board meeting. Davis suggests appointing Gilson to the temporary position.</p> <p>Motion: Davis Second: Moore <i>I move to appoint Tom Gilson to fill the vacancy provided by Bruce Sigloh.</i></p> <p>Motion Passes Unanimously</p>
Volunteer Handbook/Bylaws	Discussion	<p>Watson asks Chief Hertel to present a draft of the volunteer handbook and have another meeting or workshop, inviting volunteers to provide input. Moore asks if there is a pressing timeline on the handbook. Hertel states no, but that it would be nice to have something for new volunteers. Watson says he'd like to bring people on board collaboratively. Davis states he sees the wisdom in extending the volunteers another opportunity to come on board.</p> <p>The workshop is set for January 26th at 6:00 p.m.</p>
Board Training	Discussion	<p>Hertel states that there is aboard training at Amity Fire Station on January 28th. Watson states he will attend.</p>
SDAO Conference	Discussion	<p>Hertel introduces a class schedule for the SDAO conference. He states he will ask Tom Gilson if he'd like to attend as a new board member.</p>
Facilities Update	Discussion	<p>Hertel introduces a staff report from Lieutenant Leigh regarding the repairs by Fackler Construction.</p>
Strategic Plan Timeline	Discussion	<p>The board reviews the strategic plan timeline. Hertel explains that it is ever evolving.</p>
Acknowledge Resolution Error	Discussion/Action	<p>Hertel explains that resolution no. 2022-23-04 was not added to the 2022-2023 budget in its approval by the board. He states this is a calculation error and the BOD only needs to acknowledge it.</p> <p>Motion: Pender Second: Davis</p>

		<i>I move to acknowledge the numerical error in Resolution No. FY 2022-23-04 and direct staff to make corrections.</i> Motion Passes Unanimously
Chief's Report	Discussion	Chief Hertel introduces the Chief's Report. Discussion of an all staff meeting at Rickreall Station on January 26 th . Watson and Moore state they will attend. Discussion of options for sleeping quarters at Bridgeport Station.
Director Comments	Discussion	None
Meeting Adjournment		Meeting adjourned at 7:13 pm

Upcoming meetings/events:

- Feb. 9th Regular Meeting

Board packet and handouts included:

- December 8th Minutes
- December Financials
- WVCC Agreement
- Amity Board Training Flyer
- SDAO Conference Schedule
- Facilities Staff Report
- Strategic Plan
- Resolution No. 2022-23-04
- Chief's Report