**SW Polk Fire District**

Regular Meeting Minutes – January 11, 2023 – 15455 Salt Creek Rd. Dallas, OR 97338

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| Board Members Present | Board Members Absent |
| **SW Polk Fire District**  Rod Watson  Frank Pender  Tom Jenkins  Tom Gilson  Bob Davis (V) |  |
| Administration Present |
| Fred Hertel  Sheila Peirce |

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

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| **GENERAL BUSINESS** | | |
| **Call to Order** |  | 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 was recited during the regular board meeting. |
| **Roll Call** |  | Sheila called roll as delineated above. |
| **Additions/Corrections to Agenda** |  | None |
| **Approval of Minutes** | *Discussion/Action* | The board reviewed the minutes for December 14th regular board minutes.  **Motion** Pender  **Second** Gilson  *I move to approve the minutes for December 14th regular board meeting.*  **Motion Passes Unanimously** |
| **Financial Report** | *Discussion/Action* | The board reviewed the December financial report. Chief Hertel explained the process of signing the reconciliation every month and because the audit was completed, we also had journal entries to sign.  **Motion** Pender **Second** Jenkins  *I reviewed the December bank statements and financial reports, I move to approve the financials as presented.*  **Motion Passes Unanimously** |
| **Audience Participation** |  | None |
| **Old Business** |  | None |
| 1. **Oath of Office** |  | Bob Davis was not here in person, so board decided not to do the oath of office until he was here in person. |
| **New Business** |  |  |
| 1. **Fire Med Program** | *Discussion* | Chief Magers explained what FireMed program is and since we have an ASA now, we could offer it to our citizens. There are numerous different ways you can offer FireMed, but Chief Magers suggested that we do our program as close to Dallas as we can since their citizens already have a program. We can also use Systems Design to run the program for us. We would just have to create the application and advertise. We have had discussions with McMinnville and Dallas about the people that have already paid for FireMed program with them since the change in boundaries have made them in our district. Since most of the citizens have already signed up for FireMed in their original ASA providers those entities are willing to talk with us to work out a fair payment to the right ASA.  **Motion** Pender  **Second** Gilson  I move to create and implement a Fire Med program, set the fee of $75 and allow Chief Hertel to sign agreements.  **Motion Passes Unanimously** |
| 1. **Municipal Advisor Annual Disclosure Statement** | *Discussion* | This is the first annual disclosure statement we have received from SDAO. They are obligated to issue a disclosure statement because they provide financial advice. This is just for your information. |
| 1. **Policy 002 Finance** | *Discussion/Action* | The board reviewed the couple of updated/changes to the policy 002 Finance. Discussed Umpqua Bank buying out Columbia Bank creating a name change in sub section 002-12.  **Motion** Pender  **Second** Davis  *I move to accept to use Pauly Rogers and Co., PC as SW Polk Fire Districts auditor for another year.*  **Motion Passes Unanimously** |
| 1. **Insurance Renewal** | *Discussion* | The board reviewed the insurance policy and cost for this year. |
| **Chief’s Report** | Discussion/Action | Fackler/Attorney Update - still working on the final checklist. Windows and roof still need repaired. Updated the board on timelines, litigation, and 3rd party construction review. The Chief stated he would continue in this direction unless the board disagreed. The board gave consensus to continue in this direction.  OPS Camp January 16th – 17th Chief Hertel will be attending.  500 Gallon Fuel Trailer that we received through a grant was delivered yesterday. We will put diesel in it and be able to fill our rigs on site. We don’t have a system created yet for how we will use it, but we are working on it.  SDAO Conference February 7th – 11th Board Training if anyone wants to go to this, please let us know.  Cybersecurity Grant – This is a two-year grant through Oregon Emergency Management, about $80,000. We will hire a company that will come in and set everything up. One of the things that they will want us to change is our email from an .org to a .gov. that will add safety. But making this change will affect all our previous accounts. We are in round two of this multi-tiered grant. |
| **Director Comments** | Discussion | None |
| **Meeting Adjournment** |  | **Meeting adjourned at 7:25pm** |