

**Board of Directors  
Regular Meeting  
February 12, 2020  
Mohawk Valley Fire Station #1  
92068 Marcola Rd.**

**Call to Order:** President Woodworth called the meeting to order at 7:04pm.

**Roll Call:** Elmer Shew \_\_\_ Quentin Holmes \_\_\_X\_\_\_  
Eric Stevenson \_\_\_ Kevin Woodworth \_\_\_X\_\_\_ Peggy Schultz \_\_\_X\_\_\_ via phone\_

**Approval of Minutes:** January 8th, 2020 board meeting  
President Woodworth asked if there were any corrections to last month's board meeting minutes. There were none. President Woodworth asked for a motion for approval; Quentin motioned to approve, and it was seconded by Peggy. It was approved 3-0.

**Audience Participation (Citizen Testimony):** None

**Correspondence:**

None

**Emergency Prep Group:**

There was a flier for a community meeting with EPUD.

**Financial Report:** January 2020

The report was reviewed. The highlights include:

- Cascade Fire payment to replace our 3 inch supply line
- Tracers Truck repair payment for an inspection and belt replacement on the engines
- Transfer \$85,000 from the general fund to equipment fund

President Woodworth asked for a motion for approval; Quentin motioned to approve, and it was seconded by Peggy. It was approved 3-0.

**Fire Chief Report:** Officer's Report/ Maintenance Report/ Activity Report

The Activity Report was discussed with highlights that include:

- The Chief hours
- Standard meetings
- It is recertification time so there were refresher courses
- 29 calls in 2020 compared to 25 at this time last year

**Maintenance Report**

The Maintenance Report was discussed with highlights that include:

- Fence installation at station 1
- Annual DOT inspections on 4 engines
- Chief and Chris Barnes flew to South Dakota to inspect the new engine
- Transmission service in the tenders

**Board of Directors  
Regular Meeting  
February 12, 2020  
Mohawk Valley Fire Station #1  
92068 Marcola Rd.**

**Old Business:**

1. Project Update  
The new engine should be on the road within a few weeks to Spokane. It should only be there a few days Peggy asked about the South Dakota trip. Chief and Chris thought it went well, it was thorough but unorganized. They were able to customize the engine more without spending more money. They are hoping to plan an open house for the community to see the engine.
2. Incentive Program  
President Woodworth wanted to table this topic until more board members could be present.
3. Budget Committee  
We have filled the budget committee and the first meeting will be the week before the regular board meeting in April.
4. SDAO grant  
We got our 50% match already. The fence is installed. We are sending out the paperwork to close it.
5. Copier  
The new one is installed. We need a motion to move the old one into surplus and then we can put it up for auction. President Woodworth asked for a motion for approval; Quentin motioned to approve, and it was seconded by Peggy. It was approved 3-0. The auction notice will go out to the public at both stores and at the station.
6. Fire Protection Contracts  
They are all paid and are good for one year.

**New Business:**

1. Meeting Calendar  
A meeting calendar is attached to the packet and Chief reminded everyone the budget meeting is one week before the regular board meeting in April. There is also one schedule for May just in case.
2. Salary Schedule Resolution 2020-02  
Every July, the staff gets a COLA raise. It is based on the Western Region CPIU which is at 2.7% this year. The Board needs to adopt the resolution so the Chief can finish the budget. President Woodworth read that resolution. It would also adopt the pay scale for the Division Chief. We added a 6<sup>th</sup> step to that. This will be effective July 1, 2020.

**Board of Directors  
Regular Meeting  
February 12, 2020  
Mohawk Valley Fire Station #1  
92068 Marcola Rd.**

President Woodworth asked for a motion for approval; Quentin motioned to approve, and it was seconded by Peggy. It was approved 3-0. The resolution was signed.

3. Budget Prep

We can get the dream budget even with the incentive program. Health insurance went up 5%. The budget will be emailed to the lawyers for proof reading.

4. Conference Recap (Dr. Holmes)

Dr. Holmes read his reflection paper about the conference. He attended workshops on topics like employment issues, website and ADA information, and having an emergency management plan. Chief added that there is money in the budget to work on the website.

**Items Not on Agenda:**

**Future Meeting Agenda Items:**

**Next meeting is on March 11, 2020 at 7:00pm**

Adjourn: Adjourned at 7:27 pm.

President Woodworth asked for a motion for approval; Quentin motioned to approve, and it was seconded by Peggy. It was approved 3-0.

Public comment is invited. Portions of this meeting may be held in executive session as per **ORS 192.660**.

The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 24 hours before the meeting to **Chief Steven Wallace at 541-933-2907**.

Agenda Posted: Marcola Community Market, Mohawk Valley Fire District #1, Mohawk General Store, Website.

Submitted by Brenda Williams