



**SOUTH LANE COUNTY FIRE & RESCUE**  
*“Making a positive difference in the community  
Through service to others”*

**October 17, 2019**

**7:02 p.m.**

After due and legal notice, the Regular Board Meeting was called to order by Board President Joel Higdon at 7:02 pm at the Cottage Grove Fire Station located at 233 E. Harrison Ave Cottage Grove OR 97424

**PRESENT:** Joel Higdon, Jennifer Radcliffe, Tom Munroe and Dan Duffy

**ABSENT:** Cheryl Shannon

**OTHERS PRESENT:** Leesa Martindale, Linda Adler, Chief Raade, Chief Baird, Michelle and Don Amberg

**Agenda Approval/Adjustments:** Add Resolution 20-05 Awarding Training Yard Paving Project.

**Minutes from previous meeting:**

- Jennifer Radcliff moved to approve the September 19, 2019 Regular Board Meeting Minutes. Tom Munroe seconded the motion.

VOTE	Joel Higdon	Jennifer Radcliffe	Cheryl Shannon	Dan Duffy	Tom Munroe
AYES	x	x		x	x
NAYS					
ABSTAIN					
ABSENT			x		

**Motion Carried**

**Citizen Input- Public Comments on Items on or off the agenda:** Michelle Amberg thanked the Fire District for the great partnership with the CERT program.

**Correspondence:** Joel Higdon said it is always nice to see the Thank you cards.

**Old Business:**

- **Creswell Fire Station:** Chief Wooten did a quick presentation of the designs that they have received from Pivot Architect with the Board he said that they have a few different designs for the outside of the building and went through what the inside of the building would look like. Chief Wooten said that he and Chief Baird have been having regular meetings with Pivot and they have the rough numbers. He said next they are going to start working on the remodel prints for Station 201 in Cottage Grove.

**New Business:**

- **Board Resolution 20-05 Training Yard Paving Project:** The Board of Directors authorizes and directs the Fire Chief to award the project for repaving the training yard at Station 201 to Knife River Corporation-Northwest in the amount of \$104,636.32. Tom Munroe made a motion to approve Board Resolution 20-05 and Jennifer Radcliffe seconded the motion.

VOTE	Joel Higdon	Jennifer Radcliffe	Cheryl Shannon	Dan Duffy	Tom Munroe
AYES	x	x		x	x
NAYS					
ABSTAIN					
ABSENT			x		

**Motion Carried**

**Treasurer's Report:**

1. Financial statements presented for acceptance.
2. Bills presented for payment/approval.
3. Bank Statements review Umpqua and Banner Bank.

Jennifer Radcliffe reviewed the Financials for September 2019. Jennifer Radcliffe made a motion to approve and accept the Financial Statements for September 2019 and approve to pay the bills. Dan Duffy seconded the motion.

VOTE	Joel Higdon	Jennifer Radcliffe	Cheryl Shannon	Dan Duffy	Tom Munroe
AYES	x	x		x	x
NAYS					
ABSTAIN					
ABSENT			x		

**Motion Carried**

**Board Policy Review:**

Tom Munroe made a motion to approve the below Revised Board Policies and Dan Duffy seconded the motion.

- A-4 Duties of the President**
- A-5 Duties of the Vice President**
- A-6 Duties of the Secretary/Treasurer**
- A-8 Equal Employment Opportunity**
- A-14 Board Expenses**
- A-16 Organizational Meeting**

VOTE	Joel Higdon	Jennifer Radcliffe	Cheryl Shannon	Dan Duffy	Tom Munroe
AYES	x	x		x	x
NAYS					
ABSTAIN					
ABSENT			x		

**Motion Carried**

Dan Duffy made a motion to approve the Revisions of the Below Board Policies and Tom Munroe seconded the motion.

- A-7 Duties of Legal Counsel**
- A-13 Vehicle Use**

VOTE	Joel Higdon	Jennifer Radcliffe	Cheryl Shannon	Dan Duffy	Tom Munroe
AYES	x	x		x	x
NAYS					
ABSTAIN					
ABSENT			x		

**Motion Carried**

**Items for Future Agendas:**

- Chief Wooten’s Review packet
- Station 201 (CG) Remodel
- Facilities Bond

**Citizen Input: Public Comment on Items on or off the agenda: None**

## **Management Team Comments and Reports:**

### **Chief Wooten:**

- Chief Wooten said that he and Chief Solesbee got into the Risk Reduction Class so they will be leaving for that class December 7-14.
- Chief Wooten said he has scheduled Senator James Manning to come down to meet with him and take a tour of our Fire Stations.

### **Division Chief/Shift Commander Comments:**

- **Chief Raade:** Chief Raade said they have been doing lots of training right now we have guys in a regional officer's academy which is a 2-month process.
- **Chief Baird:** Chief Baird said we are getting ready to do our yearly testing for pumping and Ladder testing so this can take up to 2-3 days.

### **Local IAFF:**

### **Board Member Comments:**

- **Jennifer Radcliffe:** Jennifer Radcliffe thanked Chief Wooten and Chief Baird for all their dedication, time and work they have put in on the new Creswell Fire Station.

**Meeting Adjourned at 8:14 pm**

**Next Meeting: November 21, 2019 7:00pm Creswell City Hall**