



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

**November 19, 2020**

**6:04 p.m.**

After due and legal notice, the Regular Board Meeting was called to order by Board President Cheryl Shannon at 6:04pm.

**PRESENT:** Joel Higdon, Cheryl Shannon, Tom Munroe and Dan Duffy

**ABSENT:** None

**OTHERS PRESENT:** Leesa Martindale and Linda Adler

**Minutes from previous meeting:**

Joel Higdon moved to approve the September 17, 2020 Regular Board Meeting Minutes. Tom Munroe seconded the motion.

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

**Motion Carried**

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

**Correspondence:** One Thank you Card from Bob and Karen Swayze

**Old Business:**

- Discuss Open Board Position: Joel Higdon said he thinks that it would be ok to allow emailed notification regarding the board position. Cheryl Shannon had some concern about verifying eligibility and Joel said we should always verify the address to make sure that person of interest does reside in our district. The Board decided that receiving letters of interest via email would be ok and to have them emailed to Leesa Martindale. Once all the letters of interest are received Leesa and Chief Wooten will go through the candidates and verify the addresses and submit to the Board for their review. If there is additional help needed Tom Munroe said he would be more than happy to help.
- There was a note made that the last Board Resolution was stated as 20-13 and should have been 20-14 it has been corrected and the correct Resolution has been signed.
- There was a note made that on January 16, 2020 Board Resolution 20-10 declaring the 2007 Peterbilt Water Tender Surplus property should have been a 2008.

**New Business:**

**Resolution 20-15 Authorizing Type 6 Engine Build:** The SLCFR Board of Directors authorizes and directs Chief Wooten to enter into agreement with Cascade Fire Equipment based on Quote No. 100528 in the amount of \$69,324.30 to build a Type 6 Engine. The Board further authorizes the additional expenditure up to \$6,932.43 (10%) of the total project cost for unforeseen expenses and changes by SLCFR during the build. Tom Munroe made a motion to approve Board Resolution 20-15 and Dan Duffy seconded the motion.

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

**Motion Carried**

**Resolution 20-16 Authorizing Purchase of GMC Pick-ups (2):** The SLCFR Board of Directors authorizes and directs Chief Wooten to enter into agreement with DSU Peterbilt & GMC, Inc. per Oregon State Contract #5559 for the purchase of two (2) 2021 GMC 2500 4WD Crew Cab 159" SLE pickups in the amount of \$100,498. The Board further authorizes an additional amount not to exceed \$10,050 (10%) of the total purchase price for unforeseen cost contingencies and changes to the order. Tom Munroe made a motion to approve Board Resolution 20-16 and Joel Higdon seconded the motion.

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

**Motion Carried**

**Resolution 20-17 Authorizing Property Swap with City of Creswell:** The SLCFR Board of Directors authorizes and directs Chief Wooten to enter into written agreement with the City of Creswell for the purpose of exchanging the aforementioned properties. Joel Higdon made a motion to approve Board Resolution 20-17 and Tom Munroe seconded the motion.

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

**Motion Carried**

**Resolution 20-18 Accepting and Allocation Unanticipated Grant Funds:** The SLCFR Board of Directors accepts the unanticipated grant revenue into the General Fund for FY20-21 and directs it be placed into Capital Outlay- Work Equipment 402-00-00 (Exercise/Fitness Equipment) for purchase of physical fitness equipment during FY20-21. Tom Munroe made a motion to approve Board Resolution 20-18 and Dan Duffy seconded the motion.

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

**Motion Carried**

**Board Policy A-16 Organizational Meeting:** Final review of Board Policy A-16 updating the wording on 16.3 to read Public Notice Requirement-The Board directs the Fire Chief or their designee to ensure the District is in compliance with ORS 192.640(1) (2) (3) regarding all required Public Meeting Notices. Tom Munroe made a motion to approve the final reading of Board Policy A-16 and Joel Higdon seconded the motion.

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

**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.

Dan Duffy reviewed the Financials for September and October 2020. Joel Higdon reviewed the financials from August 2020 from last meeting and Cheryl Shannon reviewed the July 2020 financials from the last Meeting.

Dan Duffy made a motion to approve and accept the Financial Statements for September and October 2020 and approve to pay the bills. Joel Higdon seconded the motion.

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

**Motion Carried**

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

**Chief Wooten:** Chief Wooten said he would like to add Supplemental Budget for a Future agenda item as well as the Creswell Station and Station 201 updates.

Chief Wooten said that he will be gone from December 4<sup>th</sup>-21<sup>st</sup> to Hawaii and that Chief Baird is in charge of Operations and Chief Raade is in charge of EMS operations.

**Division Chief/Shift Commander Comments: None**

**Local IAFF: None**

**Board Member Comments:**

- **Cheryl Shannon:** Cheryl Shannon said she knows how tough COVID has been on all of us and that anxiety is high but to stay safe.

**Meeting Adjourned at 6:35 pm**

**Next Meeting: January 21, 2020**