



ELSIE-VINEMAPLE Rural Fire Protection District
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**Elsie Vinemapple Fire Protection District (EVRFPD)
Board of Directors Meeting
September 25, 2024
Jewell School Library**

MINUTES

Zoom recording Passcode: xZC2B@! z

1. **Call to Order and Welcome.** Call to Order at 6:03 PM.
2. **Pledge of Allegiance.**
3. **Roll Call.** Board members TJ Hecox, Kerry Walsh, and Deidra Pitkin are present. Along with Chief Davis, six community members are in attendance in person or on the Zoom line.
4. **Motion to accept agenda.** After review Kerry Walsh made the motion to accept the agenda. Deidra Pitkin seconded the motion. The motion carried with a unanimous 3/0 vote.
5. **Motion to approve August 26 Minutes.** Deidra Pitkin made a motion to approve the minutes from the August 23 Board meeting. Kerry Walsh seconded the motion. The motion carried with a unanimous vote.
6. **Accounts Payable.** Chief Davis introduced the new Profit / Loss – Budget vs. Actual financial report compiled by Staicy Morrison. Moving forward, this report will be provided at each board meeting.

After board review of the invoices and receipts, Kerry Walsh made a motion to approve accounts payable. Deidra Pitkin seconded the motion. The motion carried with a unanimous vote.

7. Reports.

7.1 Chief's Report.

Chief Davis reported the past month as “pretty calm” with respect to response activities. Station cleanup continues with substantial progress. All apparatus planned to be maintained

in service is operational. Chief Davis and Asst Chief Senz are developing a redistribution plan that will set out the apparatus that will be staged at the three District fire stations.

Current plans are to house a Type 1 engine and a brush rig at Station 3. When that equipment is staged, Station 3 will be back in service.

7.2 CalFire Engine / Duty Truck Updates. Chief Davis reported that the acquisition of the Type 3 engine from CalFire is on hold due to the expense of correcting issues with the FEMA Pumper Tender (see 7.3). Duty trucks are in process and all equipment required to outfit the trucks is in hand.

7.3/7.4 FEMA Pumper Tender Update and Modifications. The new pumper tender has arrived and is in Hillsboro. Chief Davis attended the inspection of the apparatus and reports that they found numerous paint defects that require touch up. Spartan, the manufacturer of the vehicle, advises that they will not warranty paint defects that are not visible to the unaided eye beyond six feet. Inspection also found compartment doors and door jams lacking clear coat which will be corrected. Some ancillary covers remain to be delivered.

On inspection the Chief found the rear seating configuration in the truck to be unsafe for personnel in structural turnouts and wearing SCBA's entering and exiting the cab. Chief Davis requested a bid from True North to reconfigure the cab to mitigate the safety concerns.

The Chief also reported that there was no 120VAC available in the cab which restricts the ability to connect chargers, cardiac monitors, etc. True North was requested to provide a quote for adding the 120V capability as well as 12VDC from the ignition switch to power radios and repeaters.

True North provided a quotation of ~\$2,500.00 for parts and materials and ~\$17,000.00 for labor. Chief Davis requested a revised quote for just reconfiguring the rear seating minus the 120V and 12V upgrades. The revised quote was received in the amount of \$12,392.44. Chief Davis explained in some detail the processes involved in reconfiguring the seats which includes the seatbelt monitoring system, etc.

Chief Davis advised the Board that the submittal for the funds for the grant was denied due to the lack of required submittals not being completed. These reports included submittal of the original contract for the apparatus when it was ordered as well as progress and financial reports. Chief Davis communicated with FEMA, explained the change in administration, and is working through the process to catch up on the requirements and secure the funding.

After detailed discussion the Board considered the expense associated with the seating upgrades to the truck and decided to hold off on doing the work until a later date when finances were stabilized and funds available. Radio, mobile repeater, power, and other outfitting will be accomplished in house.

7.5 EF Recovery Revenue Update. Volunteer training has been completed. Billing

labor and equipment rates are established. Chief Davis is coordinating with EF Recovery to give them access to the Districts report system.

8. Old Business.

8.1 ODHS Grant “Resilience Hubs and Network Grant.” Kerry Walsh reported that the grant application was not successful. The Board will monitor from another opportunity.

8.2 Starlink Internet Update. Chief Davis reported that the Starlink system for Station 1 is ordered with a delivery date between 10/4 – 8. The District will look for an opportunity to setup a similar system at Station 2. The net cost of the system for Station 1 was \$199.

8.3 US Bank Account. TJ Hecox reported that he and Fire Admin Staicy Morrison met with US Bank and discussed switching from Lewis & Clark to a US Bank Government account. Staicy advised that there will be a \$22 / month fee for maintaining the checking account and online banking.

The District will receive two credit cards through US Bank. One will be assigned to the Fire Chief, the other to the District. The District card will be maintained in the safe and used as directed by the Chief.

TJ Hecox made a motion to authorize the District to move forward with opening an account at US Bank. Kerry Walsh seconded the motion. The motion carried 3/0.

TJ Hecox made a motion to add all current Board members as signers for the US Bank account. Deidra Pitkin seconded the motion. The motion carried 3/0.

9. New Business.

9.1 Policy Updates / Discussion – Emergency Credit Card. Kerry Walsh discussed the draft emergency credit card policy. Discussion was held to change the policy to reflect general credit card use with an emergency use provision. Kerry Walsh will update the draft policy.

Chief Davis discussed conducting training for the volunteers as policy updates are developed.

9.2 Station 2 Update. Deidra Pitkin reported the engineering team has been provided with the information requested with floor joists, 2 x 4 wall locations, brackets, hangers, guard rail details, beam locations/sizes, floor sheathing, etc. all documented. Drywall was opened at several locations to expose structural members and bracketing.

Director Pitkin has developed detailed as built drawings of the structure along with an album of photos documenting the materials and condition.

Chief Davis discussed his observations and concerns regarding the construction in the business side of Station 2. Concerns expressed included the potential for significant deconstruction and associated costs required to bring Station 2 into compliance necessary to make the building safe for occupancy.

Discussion was held regarding legal occupancy of the building. Of concern is making sure that the District maintains the critical ability to utilize the bay side of the station and to respond from that location.

A member of the community raised the question of available funds. Chief Davis advised that all the funds for construction of Station 2 have been spent. Utilizing levy / bond measures to fund reconstruction and equipment costs were discussed.

9.3 Board Meeting Date/Time Update. Deidra Pitkin advised the change for Board meetings to the 2nd Monday of each month at 5PM, unless otherwise noted on the District website. Meetings will continue to be conducted at the Jewell School.

9.4 Safety Corridor Designation. Kerry Walsh discussed the requirements for establishing a Safety Corridor for highway 26. Discussion was held regarding potential benefits to the District. Kerry was designated to contact ODOT to investigate the possibility of establishing the safety corridor, and the status of a west bound turn lane from 26 to highway 103.

10. Public Comments. Community member Patty Drew commented on her appreciation for the District newsletter. She made the point that not everyone utilizes the internet or social media, and that the newsletter was an important means to communicate the Districts status to the broader community.

11. Board of Directors Comments. Director Pitkin reported website activity 26,000 page views in September, 14,600 page views in August, and 7,000 views in July. Online viewing of the posted board meeting agendas has followed a similar pattern. She expressed her appreciation for the community support and input.

Discussion was held with community members to add information to the webpage and newsletter regarding response activities, etc.

Kerry Walsh spoke to his appreciation for the newsletter as another means of communicating the great progress being made by Chief Davis and the crew with respect to cleaning up the stations, making the necessary repairs to dysfunctional apparatus, and working through the issues of getting the District back on track.

TJ Hecox also expressed appreciation for the work involved in assembling and disseminating the newsletter.

13. Motion to Adjourn. Kerry Walsh made the motion to adjourn. Deidra Pitkin seconded the motion. The vote to adjourn was unanimous. The meeting adjourned at 7:38 PM.

Per EVRFPD Board of Directors

September 30, 2024