

Molalla Rural Fire Protection District No.73

**Board of Directors Meeting
320 N Molalla Ave, Molalla, OR
Wednesday April 19, 2023**

1 **Directors Present:** President Mike Towner, Vice President Todd Gary, Secretary Brian Wolfe and
2 Member Steve Long.

3
4 **Directors Absent:** Member Brian Lister.

5
6 **Others Present:** Chief Vince Stafford, Administrative Assistant Melissa Goodwater, Staff members Lt.
7 Byron Wakefield, Lt. Ethan Hupp, Dustin Hamilton, Jamie Wakefield, Janet Patrick, Loren Johnson and
8 Ayden Zimmerman, guests from the Molalla EOP Group Molalla Police Chief Chris Long, City Manager
9 Dan Huff, City Community Development Director Mac Corthell and City EOP Consultant Jon Legarza.

10
11 **Call to Order:** The 716th meeting of the Board of Directors of Molalla Rural Fire Protection District #73
12 was called to order by President Mike Towner at 9:32am with no objections from the members.

13
14 **Flag Salute:** Todd Gary.

15
16 **Presentation of the Molalla EOP Group postponed to later in the meeting due to delay in receipt of
17 documentation.**

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19 **Approval of the March 15, 2023 Regular Meeting minutes as follows:**

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Brian Wolfe moved to accept the minutes as submitted, Todd Gary seconded the motion. The motion 22 carried 4/0.
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23
24 **Bills and General Ledger:**

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After review of the Check Report presented to the Board, Steve Long moved to pay the bills as presented. 27 Brian Wolfe seconded the motion. The motion carried 4/0.

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29 **Call to the Public:** None. At this time Melissa Goodwater also confirmed there was no public write-in or
30 call-in.

31
32 **Financial Review:** Melissa Goodwater informed the Board that the Umpqua Bank change over went well
33 with the exception of an ACH transaction to the Oregon Department of Revenue where the payment was
34 taken out then put back in the same day. The problem was corrected and there were no penalties charged.
35 The 2022 GEMT FFS Program packet was submitted in November 2022 and we should be receiving notice
36 of our portion and administrative fees this month. We received over \$83,000 for the second half of the
37 2022 GEMT CCO Program and that one is now complete. All provider contracts have been established for
38 the 2023 GEMT CCO Program and we will see supplemental payments beginning in July 2023.

39
40 **Old Business:**

41
42 OB-1 Urban Renewal. An invoice was submitted to the Urban Renewal Agency for the
43 installation of security fencing and security camera enhancements.

44
45 OB-2 COVID Updates. No new updates. We are still disinfecting the station and wearing
46 masks on medical calls where there could be airborne pathogens.

47
48 OB-3 Type III Interface Engine. We will be having the dedication today at 10:30 am. Parts are
49 still coming in, training is being done and we look to have it in service by summer. Chief
50 Stafford informed the Board that the Type III is the state preferred engine during
51 conflagrations and that we are looking at sharing resources with Colton Fire in order to
52 deploy on the conflagrations. Some discussion was held regarding SB762. More to
53 come.

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55 OB-4 Antique Buffalo Engines. No updates.
56
57 OB-5 C800 Upgrade Progress. Chief Stafford has budgeted for an increase in radio costs.
58 Mike Towner asked if we had paid any C800 bills for the overage, Chief Stafford stated
59 that we have not in this fiscal year.
60
61 **Presentation by Molalla EOP Group:** Introductions were made and the City of Molalla
62 Emergency Operation Plan Update was presented to the Board. Mike Towner asked what
63 type of Public Awareness Outreach programs were going to take place and what could
64 the District do. Consultant Jon Legarza suggested coordinating messaging that the city
65 would initiate. Brian Wolfe asked why the utility companies like NW Natural and PGE
66 were not involved in the plan. Jon Legarza stated that utilities would be contacted by
67 Public Works manager Adam Shultz for coordination during an event.
68
69 OB-6 May 2023 Levy Measure 3-591. Union members and volunteer have put up yard signs.
70 Mike Towner has had some positive comments regarding the signs.
71
72 **New Business:**
73
74 NB-1 Grants and Class Updates. We had two Burn to Learn trainings this month that went
75 well. There will be a MAWS meeting today at 11:30 to prepare for the June training
76 event. The event costs about \$16,000. Our fire academy students for Molalla went down
77 from six to two stating busy schedules. Our previous student Garrett Rotter received an
78 offer from Canby Fire and previous student Keaton Foster received a conditional offer
79 from North Lincoln Fire. The propane tank class at Colton Fire was appreciated.
80
81 NB-2 District Funding and Operations. Chief Stafford stated he is still working on the budget
82 and that he will be meeting with the union shop steward this Friday to go over the
83 Collective Bargaining Agreement negotiations.
84
85 NB-3 Resolution 04-19-23 A Declaring Property Surplus. The District is in the possession of
86 three Physio Control Lifepak 500 AED's that are obsolete and have little or no value.
87
88 Steve Long made a motion to surplus the three Lifepak 500 AED's. Brian Wolfe
89 seconded the motion. The motion carried 3/0, with Todd Gary abstaining.
90
91
92 NB-4 Resolution 04-19-23 B Establishing Mitigation Program and Rates. After discussion,
93 Mike Towner asked that the resolution be brought back to the next Board meeting on
94 May 17th with clarification that billing would be to out of district residents only.
95
96 NB-5 Review Public Protection Class Summary Report. Chief Stafford asked that Dustin
97 Hamilton present the report. Dustin clarified that the report covered both Molalla and
98 Mulino. Dustin commented that scores can be increased next time by increasing
99 company training by purchasing or using a neighboring District training tower for three-
100 story training. Mike Towner asked if this included volunteer hours, Dustin stated that it
101 does.
102
103 NB-6 District Policies Review – Policy 8. This was tabled for corrections and updates to be
104 made before review.
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106 NB-7 Items That May Come Before the Board. Dan Huff asked to speak regarding the Urban
107 Renewal. He stated that the City Urban Renewal Agency received the invoice from the
108 District but that he also needed a letter of explanation from Chief Stafford that covers
109 what the money would be used for. He also discussed an updated/amended 2020 Urban
110 Renewal Plan for public buildings that will include property acquisition and construction.
111 Mike Towner was in agreement as long as the terms and time lengths remained the same.
112 Mike Towner asked Chief Stafford who an employee or volunteer would report to after
113 an exposure to blood borne pathogen. Chief Stafford said it would be their personal
114 doctor and workers' comp if necessary. Mike Towner asked that Chief Stafford initiate
115 an RFP for the ambulance billing since it has been seven years since it has been done.
116

117 **Correspondence:** See packet.
118

119 **At 10:25am President Mike Towner moved to halt the meeting in order to attend the Type III**
120 **Interface Engine Dedication.**

121
122 **Regular meeting resumed at 10:44am.**

123
124 **Chief's Report:** See Board Packet.
125

126 **Volunteer President Report:** None.
127

128 **Good of the Order:** The Shinen family had a baby girl.
129

130 **Open Agenda:** None.
131

132 **Regular meeting was adjourned for Executive Session 192.660(2)(i) at 11:00am**
133

134 **Regular meeting resumed at 11:41am.**
135

Todd Gary stated that after review of the Chief's contract in executive session, he would like to make a motion to approve the Chief's 2023 contract with changes being made. Steve Long seconded the motion. The motion carried 4/0.

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141 **Meeting Adjourned at 11:42am**
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143
144 _____ Board Member _____ (Date)

145 _____ Board Member _____ (Date)
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