

**Molalla Rural Fire Protection District No.73**  
**Board of Directors Meeting / Public Hearing**  
**320 N Molalla Ave, Molalla, OR**  
**Wednesday February 17, 2021**

1 **In addition to members being present, the meeting was held via Zoom for members and conference**  
2 **call accessible to the public due to the COVID-19 event.**

3  
4 **Directors Present:** Via Zoom; President Mike Towner, Vice President Todd Gary and Secretary Brian  
5 Wolfe. In Person; Member Brian Lister and Member Steve Long (Arrived at 9:17, left at 10:00).

6  
7 **Directors Absent:** None.

8  
9 **Others Present:** Chief Vince Stafford, Administrative Assistant Melissa Goodwater, Staff members Lt.  
10 Mike Berrington and Dustin Hamilton and Guest Molalla Mayor Scott Keyser.

11  
12 **Call to Order:** The 690<sup>th</sup> meeting of the Board of Directors of Molalla Rural Fire Protection District #73  
13 was called to order by President Mike Towner at 9:01am with no objections from the members.

14  
15 **Flag Salute:** Member Brian Lister.

16  
17 **Approval of the January 20, 2021 Regular Meeting minutes as follows:**

18  
19 Secretary Brian Wolfe moved to accept the Regular Meeting minutes as submitted. Vice President Todd  
20 Gary seconded the motion. The motion carried 4/0. (Member Steve Long had not arrived yet)

21  
22 **Bills and General Ledger:**

23  
24 After review of the Check Report presented to the Board Member Brian Lister moved to pay the bills as  
25 presented. Secretary Brian Wolfe seconded the motion. The motion carried 4/0. (Steve Long had not  
26 arrived yet).

27  
28 **Call to the Public:** At this time President Mike Towner verified with Melissa, who was monitoring the  
29 public conference call line, that there were no call-ins. Mike Towner introduced Molalla Mayor Scott  
30 Keyser to the Board.

31  
32 **Financial Review:** Administrative Assistant Melissa Goodwater stated to the Board that all cash accounts  
33 are reconciled to the general ledger. Also stated was that the adopted budget reflected the expected  
34 expenditures with the exception of the increase in the janitorial and medical supplies that we had hoped to  
35 received FEMA grant money for.

36  
37 **Old Business:**

38  
39 OB-1 Urban Renewal. Nothing.

40  
41 OB-2 COVID-19 Updates. Lt. Berrington and Matt Dale from Canby Fire had the 2<sup>nd</sup> round of  
42 vaccines done. The District received a liability quote for the disinfectant machine for  
43 \$5483.05 per year for a two-million-dollar retainer. Things have slowed down for  
44 COVID and supplies are okay and we are still disinfecting the station. At this time  
45 Secretary Brian Wolfe asked if the station received any damage during the ice storm.  
46 Chief Stafford said that it did not. The generator for the main station worked well and we  
47 received fuel from Hobart oil.

48  
49 **New Business:**

50  
51 NB-1 Grant & Class Updates. The new academy has started with 18 people and 2 from Colton  
52 Fire. Lt. Wakefield, Rob Boren and Melissa Goodwater are all working on FEMA,

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53 SAFER and AFG grants. The Wildland and Extrication classes are moving forward with  
54 COVID protocol required.

55  
56 NB-2 District Funding / Operations. We have been tracking the ice event for possible FEMA  
57 reimbursement. The overtime was not as bad as anticipated during the event. We had  
58 four fires with one being a fatality. There was mutual aid from Canby, Colton and  
59 Clackamas. We had record calls with up to 140 calls in a day where our average is 8-10.  
60 During the event there were 6 carbon monoxide poisoning patients. Mike Towner asked  
61 if there were any social media postings regarding CO dangers. Chief Stafford verified  
62 that we did post warnings. Todd Gary asked if there were any in Spanish. Chief Stafford  
63 informed the Board that the Mulino water system is down and that we have offered  
64 citizens bottled water and the water for filling containers for flushing toilets and taking  
65 showers. Brian Wolfe asked how the Molalla water system was and Chief stated that the  
66 water system is functioning. During the power outage the Molalla Communications main  
67 generator went down along with AT&T and Sprint so there were times where  
68 communication was difficult. During the outage there were volunteer firefighters here  
69 for over 72 hours straight and the rehab crews prepared meals. Mike Towner asked for a  
70 Lessons Learned session in 1-2 months. Chief Stafford said that the needs were for fuel  
71 and oxygen. We received oxygen bottles from the Canby EOC. Mike Towner asked  
72 about the feasibility of getting an oxygen refill machine for the station to eliminate the  
73 need for a three-hour transport for patients needing O2.  
74

75 NB-3 Resolution 02-17-21 Appointing the 2021-2022 Budget Officer.

76  
77 Member Brian Lister made a motion to appoint Chief Vince Stafford the Budget  
78 Officer for Fiscal Year 2021-2022. Secretary Brian Wolfe seconded the motion.  
79 The motion carried 5/0. (Steve Long had arrived)  
80

81  
82 NB-4 Approval of the 2021-2022 Budget Calendar.

83  
84 Secretary Brian Wolfe made a motion to approve the 2021-2022 Budget Calendar as  
85 presented. Member Brian Lister seconded the motion. The motion carried 5/0.  
86

87  
88 NB-5 Discussion regarding the reappointment of Budget Committee Members. Chief Stafford  
89 informed the Board that the Budget Committee terms are out of balance and should be  
90 addressed. This will be looked at during the Budget Committee Meeting.  
91

92 NB-6 Items that May Come Before the Board. Member Steve Long suggested Board  
93 representation at the City of Molalla Council meetings. Mike Towner suggested Chief  
94 Stafford attend and Vice President Todd Gary said he would rotate attendance with Chief  
95 Stafford.  
96

97 **Correspondence:** Thank-you cards from patients, one thanking our new paramedic, Cody Walker.  
98

99 **Chief's Fire & EMS Report:** In addition to the Administration Report in the Board packet  
100

101 **Volunteer President Report:** Lt. Shinen was unable to attend due to the power outage.  
102

103 **Good of the Order:** President Mike Towner asked if all of the staff and volunteers made it through the ice  
104 storm and power outages. Chief Stafford said that all are well except for the cold and tree debris.  
105

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106 **Open Agenda:** Member Brian Lister commented that he was on the fatal fire February 11<sup>th</sup> and was  
107 impressed with the operations of the fire crews and professional knowledge of Lt. Penunuri. Mayor Keyser  
108 asked how radio communication was during the ice/power outage event. Chief Stafford said overall  
109 communication was good with some areas in the Meadowbrook area being spotty.  
110

111 **Adjourn to Executive Session 192.660(2)(f) at 9:38am**  
112

113 **Return to Regular Meeting at 10:05am**  
114

115 **Review the findings of Executive Session.**  
116

117  
118 Vice President Todd Gary made a motion to authorize the distribution of the hypochlorous acid  
119 to local government agencies, approve the expenditure of the annual liability insurance of  
120 \$5483.05 with Lloyds of London and to have Chief Stafford investigate an IGA or MOU and to  
121 make sure the District and Board are covered by the insurance policy. Member Brian Lister  
122 seconded the motion. The motion carried 4/0. (Steve Long left at 10:00am)  
123  
124

125 **Meeting Adjourned at 10:14am**  
126

127  Board Member

3/17/21 (Date)

128  Board Member

3/17/21 (Date)