

**Molalla Rural Fire Protection District No.73**

**Board of Directors Meeting  
320 N Molalla Ave, Molalla, OR  
Wednesday June 16, 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.**

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4 **Directors Present:** Via Zoom; Vice President Todd Gary and Secretary Brian Wolfe. In Person; Member  
5 Steve Long and Member Brian Lister.

6  
7 **Directors Absent:** President Mike Towner.

8  
9 **Others Present:** Chief Vince Stafford, Administrative Assistant Melissa Goodwater, Accountant Dani  
10 Tice (via Zoom), Lt. Mike Penunuri and Lt. Mike Berrington.

11  
12 **Call to Order:** The 694th meeting of the Board of Directors of Molalla Rural Fire Protection District #73  
13 was called to order by Vice President Todd Gary at 9:00am with no objections from the members.

14  
15 **Flag Salute:** Member Steve Long.

16  
17 **Adjourn to the Budget Hearing at 9:02am**

18  
19 **Resume Regular Meeting at 9:05am**

20  
21 **Approval of the May 19, 2021 minutes as follows:**

22  
23 Member Brian Lister moved to accept the minutes as submitted. Member Brian Wolfe seconded the  
24 motion. The motion carried 4/0.

25  
26 **Bills and General Ledger:**

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

30  
31 **Call to the Public:** At this time Vice President Todd Gary verified with Melissa, who was monitoring the  
32 public conference call line, that there were no call-ins.

33  
34 **Financial Review:** The first financial review question asked if there had been any changes to the  
35 accounting system or accounting policies that were significant. There were none. The second question was  
36 had the accounting software and related IT systems been subject to review by an IT professional to ensure  
37 seamless backup in the event of a malware, ransomware or other compromise of computer security.  
38 Melissa stated that Lt. Penunuri has the system back up to Google cloud, she does a backup after every  
39 major accounting event and Accountant Dani Tice does a backup each time she works at the station.

40  
41 **Old Business:**

42  
43 OB-1 Urban Renewal. Nothing to report.

44  
45 OB-2 COVID Updates. The county is now in low risk but nothing has changed for us at the  
46 station. After an inquiry as to holding the Board meetings in-person, Vice President  
47 Todd Gary said he would speak with President Mike Towner by next meeting.

48  
49 **New Business:**

50  
51 NB-1 Grant & Class Updates. The wildland class went well with over 120 participants. Lt.  
52 Wakefield was able to get a helicopter for the event and OSFM will cover additional cost  
53 and DPSST will issue a grant as well. A big "thank you" to the Shavers and Bar 88 for

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54 the use of their property, they said they would be willing to do it again next year. With  
55 the Foothills Church grant Lt. Wakefield has purchased fire hose and fire shelters. We  
56 are hoping for another significant grant from an Oregon senator with what they have  
57 called "Christmas money" that they have a limited time to spend. It is a possibility and in  
58 review.  
59

60 NB-2 District Funding & Operations. The 2021-2022 budget has been approved. We have had  
61 a couple of fender benders. One was hitting a boulder at the VFW ceremony at Adams  
62 Cemetery and the other happened at a hospital.  
63

64 NB-3 Resolution 06-16-21B Fire Board Legal Requirements. The resolution remained the  
65 same as last year with the exception of the meeting time to take place at 9:30am rather  
66 than 9:00am.  
67

Member Brian Lister moved to approve the resolution as written. Member Steve Long seconded the motion. The motion carried 4/0.

71 NB-4 Resolution 06-16-21C Appropriating Unanticipated FEMA Disaster Relief Funds. Public  
72 Assistance Grant 4562-DR-OR of \$19,940.78 to the General Fund.  
73

Member Brian Lister moved to approve the resolution as written. Member Steve Long seconded the motion. The motion carried 4/0.

78 NB-5 Resolution 06-16-21D Appropriating Unanticipated FEMA Disaster Relief Funds. Public  
79 Assistance Grant 4562-DR-OR of \$1,329.39 to the General Fund.  
80

Member Brian Lister moved to approve the resolution as written. Member Steve Long seconded the motion. The motion carried 4/0.

84 NB-6 Approval of new Civil Service Commissioners Betty Ann Arradmith and Gina Audritsh.  
85

Secretary Brian Wolfe made a motion to approve Betty Ann Arradmith and Gina Audritsh. Member Steve Long seconded the motion. The motion carried 4/0.

90 NB-7 Review Fire Chief & Deputy Chief Job Descriptions and Policy.  
91

Member Brian Lister made a motion to review the descriptions and policy next meeting. Member Steve Long seconded the motion. The motion carried 4/0.

95 NB-8 Items That May Come Before the Board. None.  
96  
97

98 **Correspondence:** Chief Stafford mentioned that the support group received a \$25.00 donation for their  
99 help with breakfast, lunch and dinner at the wildland training. It was two long days for them.  
100

101 **Chief's Report:** In addition to the Administration Report in the Board packet, Chief Stafford stated that  
102 burning is closed as of today. The appreciation ice cream social went well with Lt. Berrington reaching his  
103 30 years of service. The brush engine is back from Landmark Ford but was broken into while it was there.  
104 The stolen items have been replaced and Cascade Fire came up from Medford to replace and fix the  
105 compartment latches. It is back in service. We have had two Spanish CPR classes so far taught by our new  
106 paramedic, Cody Walker. Monday, Chief will be at Aurora Fire to help interview for the Assistant Chief

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107 position. As a note, Chief let the Board know that he mistakenly made a personal charge on the District  
108 Visa and has reimbursed it.

109

110 **Good of the Order:** Firefighter Estabrook and wife had a baby boy yesterday.

111

112 **Open Agenda:** Vice President Todd Gary announced that he is now the Chief at Colton Fire.

113

114 **Meeting Adjourned at 9:22am**

115

116

117

118

 Board Member

7/21/2021  
(Date)

 Board Member

7/21/2021  
(Date)