

**SILETZ VALLEY FIRE DISTRICT**  
Regular board of Director's Meeting  
Tuesday, December 21, 2021  
18:00

The Regular Meeting of the Siletz Valley Fire District Board of Directors was called to order at 18:02 by Board of Directors President Richard Olson. Also present were Board members, Reggie Butler Jr. Pattie Skauge and Gerald Schmit and Dixie Morford

Staff in attendance were Fire Chief Dave Lapof and Office Administrator Michaela Puentes.

**GUEST NONE -**

**PLEDGE OF ALLEGIANCE -**

**APPROVAL OF MINUTES**

Approval of Minutes of the Regular meeting of November 16, 2021. Moved by Patti Skauge 2<sup>nd</sup> by \_\_\_\_\_. Minutes approved

There were no minutes from the Policy Work Session on December 1<sup>st</sup> on Policy Section 100. In attendance were Gerry Schmit and Reggie Butler and Dave Lapof. Gerry had noted a number of grammar/ spelling and word smithing edits that all agreed with.

**CORRESPONDENCE** – Numerous Holiday Cards and information on the Special District Conference coming up in February. Chief Lapof reminded anyone interested to contact him if you want assistance getting registered.

**PUBLIC COMMENT** – None

**FINANCIAL REPORT**

Treasurer Schmit reported nothing new on the reconciliation of accounts. We finally did just get online access. At this point it is for Gerry, Dave and Marina. We've had many issues with BOW and are looking at alternatives but at a later date as we are awaiting a proposal.

We are optimist that by the January meeting well have a P&L and a full reconciliation of the budget.

The board reviewed the invoices and had a few questions. Complete Wireless, Lincoln County Radio Comm, Erin Gibson's expense and tuition. After those items were addressed motion to approve the bills by Patti 2,d by Reggie. All approved

**COMMITTEE REPORTS**

None

**SILETZ VALLEY VOLUNTEER ASSOCIATION**

Two members of the volunteer association meet with Chief Lapof to review the requirements to be in Good Standing for both as a volunteer and also as a participating member of the LOSAP program. Chief explained the LOSAP to the board and answered questions. This is more for information as it should go to the volunteer association first to see if they have adjustments and then it'll come back to the board. No action required at this time.

Food for Families Daniel went to pick up the food and they are filling boxes tomorrow. There was an excess of funds mostly from Donations which was good as the SVVA did not do any fund raisers this year.

### **CHIEF REPORT**

His report covered quite a bit of items. One item is the No Mans Land that we are covering. This is property and homes outside of our district boundaries. on Hwy 229. If N. Lincoln and SVFD split this area we would meet at MP 15. The Chief reached out to the county Auditor and assessor to get more information on property addresses out there. It'll be weeks before they have any information.

We have had 2 resignations. With the new yard signs and the newsletter, we hope to turn out recruitment around.

Working on some FEMA grants. Challenges with our DUNNS SAM account.. He has been invited to go to the National Fire academy in Emmitsburg MD to review grants the week of November 6<sup>th</sup> -11<sup>th</sup>. Exact details still being worked out.

Assisted with and completed fire life safety inspections with the Deputy St. Fire Marshal.

Michaela and the chief installed a few fire alarms out on Siletz River Rd.

### **OLD BUSINESS**

Fire Chief's contract. With no comments or corrections Patti moved to approve the contract, 2<sup>nd</sup> by Reggie. Motion was passed the contract was signed.

### **3<sup>rd</sup> Reading of Rules and Regulations Section 100**

Moved by Gerry 2<sup>nd</sup> by Reggie . All in favor – approved

### **Policy Work Session**

The chief will email out sections 200 & 300 for review.  
Next work session January 18<sup>th</sup> at 1700 (5:00 PM)

### **NEW BUSINESS**

Fee for Service Resolution -The Chief explained the background of the resolution to establish fees. While its not always advantageous with the unprotected lands it gives us a tool to work out an agreement ahead of time. Also this resolution will come back before the board for final approval.

There are companies that handle all the paperwork and process that many Oregon fire agencies use. That agreement might come before the board at a later date.

We'll need to establish a policy on how and when these charges get implemented but this is the first step in the process.

Moved by Patti and 2<sup>nd</sup> by Gerry to approve Resolution 2022-1 for final adoption in January.

Trailer -There is a trailer parked by the Conex box behind the station. The history was explained that it was on a FP&S grant that the chief wrote back in 2012. Its unclear what we will do with it.

Surplus Equipment- Resolution -The chief presented a list of items he would like to surplus as we don't seem to have a need. He has presented this to the Officers who seemed in agreement. Director Olson commented he would like to have the chief double check and see if there was either some sentimental or other reason folks didn't want to get rid of any of these items. This was based on some previous history. The chief assured him he would check with everyone again.. there was no hurry on this.

With no further questions or comments This was moved by Dixie and 2<sup>nd</sup> by Reggie to approve Resolution 2021-06 by title.

SDAO -the chief did a number of the surveys online. He encouraged the board to do these as the come up as it gives us a discount on our insurance.  
Also the SDAO conference is coming up.. please refer to the brochure sent out. Let the chief know if you want to go..

At 1929 the Board moved into Executive Session Pursuant to ORS 192.660: The Board will adjourn to executive session to review and evaluate the employment-related performance of the chief executive officer. Estimated time 15 minutes.

The Board came back into open meeting at 1938. Comments were made that they were very satisfied with the chiefs performance and encouraged him to continue along the same direction.

The board gave the chief a gift card as a thank you and for supplies in his new home.

With nothing further, it was moved by Director Skauge to adjourn. 2<sup>nd</sup> by Director Butler Jr. Motion approved at 1948 hrs.

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President

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Secretary