

**Pleasant Hill Goshen Fire & Rescue**  
**Pleasant Hill Rural Fire Protection District**  
**Goshen Rural Fire Protection District**  
**Joint Board Meeting in Person/Zoom Meeting**  
**February 14, 2023**

**Call to Order:**

The hybrid Joint Board Meeting was called to order at 6:30 p.m. by Goshen Board President, Willie Bronson.

**Flag Salute**

**Attendance:**

**Pleasant Hill Board Members:** President Todd Anderson, Vice President Kevin Flory, Secretary/Treasurer Darrell Shoemaker, and Board Member Paul Filson.

**Goshen Board Members:** President Willie Bronson, Vice President Tom McClellan, Secretary/Treasurer Rose Reinertson, and Board Member Cameron Saxon.

**Pleasant Hill Goshen Fire & Rescue Board Members:** President Willie Bronson, Vice President Todd Anderson, Secretary/Treasurer Rose Reinertson, and Board Member Kevin Flory.

**Staff:** Fire Chief Andrew Smith, Captain Riley Moore, Executive Assistant Haley Meshnik.

**Guests:** - Terry McDiarmid, Anne Marie Levis, GT Miller, Joan, Karen Gaffney, Patty Anderson, Terri Filson, and Emily Moore.

**Welcome to Visitors:**

**Public Comment:** - None

**Correspondence:** - Notice of Public Hearing: Urban Reserves Adoption

**Approval of Previous Meeting Minutes:**

- a. **PLEASANT HILL Minutes of January 10, 2023 Board Meeting** were reviewed. Kevin Flory made a motion to approve the Board Meeting minutes. Paul Filson seconded. Motion passed unanimously.
- b. **GOSHEN Minutes of January 10, 2023 Board Meeting** were reviewed. Tom McClellan made a motion to approve the Board Meeting minutes. Rose Reinertson seconded. Motion passed unanimously.

- c. **PLEASANT HILL GOSHEN FIRE & RESCUE Minutes of January 10, 2023 Board Meeting** were reviewed. Rose Reinertson made a motion to approve the Board Meeting minutes. Kevin Flory seconded. Motion passed unanimously.

### **Review of Monthly Financial Reports:**

Chief Smith shared that our annual insurance billing is now. Willie Bronson asked how this year's insurance cost compared to last years. Chief said it was not a huge difference. Chief Smith added that they are doing annual apparatus maintenance checks, there are eight recruits in the upcoming academy which all require background checks and physicals, and they have sent several turnouts to be repaired, which is a cost savings compared to buying new, at around \$3,500 each, for just the top and bottom. Captain Moore's staff report went into detail explaining the wear/use of his turnout.

#### Pleasant Hill RFPD

**Transaction List & Financial Review.** The Board reviewed the financials and transaction list. **Kevin Flory made a motion to approve the Pleasant Hill RFPD Financials and to pay the Pleasant Hill bills.** Darrell Shoemaker seconded. Motion passed unanimously.

#### Goshen RFPD

**Transaction List & Financial Review.** The Board reviewed the financials and transaction list. Rose Reinertson **made a motion to approve the Goshen Financials and to pay the Goshen bills.** Cameron Saxon seconded. Motion passed unanimously.

#### Fire Authority

**Transaction List & Financial Review.** The Board reviewed the financials and transaction list. **Todd Anderson made a motion to approve the Fire Authority Financials and to pay the fire authority bills.** Kevin Flory seconded. Motion passed unanimously.

### **Staff Reports:**

#### **Fire Chief's Report**

*\*The Board reviewed the Fire Chief's Reports and further staff reports, which were attached as addendums and are available on file.*

#### Fire Chief's Topics Discussed:

- Grant Status
- Roof Project at Jasper
- Probationary Status
- Awards Banquet Reminder

- Apparatus Maintenance
- January 2023
- Oregon Fire Chief Association Round Table
- Coffee & Chats with the Chief
- Alarm Tracking: 100 calls in January
- OSFM 2022 Report Card: PHGF&R

Division Chief Barnhart's Board Report: Upcoming training and academy update.

Captain Moore's Board Report: Detailed explanation of PHG turnout wear and tear, cost \$3,500 for 1 pant and 1 coat, and need for maintenance and replacements. They expire every 10 years.

Lieutenant Roll's Board Report: A-Shift probationary firefighters update, discussion on ordering new turnouts, and update on apparatus maintenance.

Discussion ensued on the topic of turnouts. Chief Smith shared that the strategy has been that volunteers don't have to spend money to service the community. That the organization provides them with everything they need to do the job. Chief Smith added that we have a modest approach to this. In a career fire department, they have 2 turnouts per firefighter. We don't have that luxury. While turnouts are in the wash, that firefighter can't deliver service. Chief Smith shared that we have a standard boot that works in all environments. Willie Bronson stated that it is important to show up looking professional.

### **Unfinished Business:**

#### Fire Authority –

- **Formation of a New Fire District – Consultant Update**
  - Anne Marie Levis introduced Karen Gaffney who works closely with her. Anne Marie expressed how it has been invaluable to have Karen on her team. Karen used to work at the county office for almost her whole career. Anne Marie shared a brief update on their work since December, to support our goals. Anne Marie is strongly suggesting that we go to the ballot by getting signatures. The deadline for submitting signatures is May 9<sup>th</sup>. A discussion ensued on this topic. Todd Anderson asked if the county has changed their process? Anne Marie replied that a lot of this is about precedence and risk. The county's route might take too much time. She added that we need to get this on the November ballot no matter what for our budget and cost savings and getting a new fire station and more responding staff. Paul Filson asked how supportive the commissioners are to our goal. Anne Marie shared that our area county commissioner is very supportive of this. Chief Smith will give the board an update after he meets with the county, Anne Marie, and Karen on Feb 25<sup>th</sup>.

#### Pleasant Hill –

- **Replacement of the Pleasant Hill Fire Station Design Process Update**
  - During the Work Session

Goshen –

- **Replacement of the 2003 - Type 6 Brush Engine**
  - No further action has been made. Chief Smith has not been able to get additional available chassis other than what was presented in the December board meeting. Willie Bronson said that getting signatures is high on Chief's to do list.

**New Business:**

Fire Authority Action Items –

- **Public Comment Policy/Procedures & Discussion**
  - Consultant Anne Marie/Karen Gaffney Letter: Options for Addressing Public Comment at meetings
  - Chief's sample rules for Public Comment.

A discussion ensued on this topic. Todd Anderson added that having something in place is very positive, especially since we might have more people attending at the upcoming meetings. Rose Reinertson suggested having a sign in sheet for those who want to talk during public meeting or the opportunity to meet with a board member after the meeting. Chief Smith added that it is not very common for organizations to have a policy on public comment, they usually have a best practice. It was added that the boards need to make sure it is a public comment and not a public discussion. Paul Filson suggested we have a 10-minute window for public comment. The board could ask Chief Smith to reply to specific questions. Willie Bronson concluded that we should go back and do our homework and provide feedback to the chief. The boards decided to table this now with the intent to come to a consensus at the next meeting. Tom McClellan added that he appreciated people coming and giving their input and we don't want to discourage it.

- **Expenditure Approval for the Fire Chief for the Fire Hose Purchase**
  - Chief Smith is asking for \$7K to purchase new fire hose. Chief will also be applying for grants to purchase additional fire hose and nozzles. Darrell Shoemaker asked how long a fire hose last? Chief Smith replied that it currently has lasted about 20 years, but realistically 10-18 years. He added that our fire hose has been beat to hell, that there is physical wear and tear as they are dragging it through all conditions: glass, broken debris, fire, etc. He added that it says a lot that it has lasted this long.

**Todd Anderson made a motion to authorize Chief Smith to purchase new hose, not to exceed \$7K from capital outlay expenditure.** Kevin Flory Seconded. Motion passed unanimously.

- **Resolution 1-23 to Accept FEMA Reimbursement Funds for Response to Covid-19**

**Kevin Flory made a motion to approve Resolution 1-23 to accept FEMA Reimbursement Funds for Response to Covid-19.** Rose Reinertson seconded. Motion passed unanimously

- **Resolution 2-23 to Accept three Rivers Foundation Grant Funds**

**Rose Reinertson made a motion to approve Resolution 2-23 to Accept three Rivers Foundation Grant Funds.** Kevin Flory seconded. Motion passed unanimously.

Pleasant Hill Action Items –

- **Resolution 2-23 for the Purpose of Accepting and Allocating Reimbursement Funds**

**Kevin Flory made a motion to approve Resolution 2-23 for the Purpose of Accepting and Allocating Reimbursement Funds.** Paul Filson seconded. Motion passed unanimously

Goshen Action Items –

- **Approval for Service Contract Firland Blvd.**

Property owner is asking for fire protection for their under-development property.

**Rose Reinertson made a motion to approve the service contract for Firland Blvd.** Tom McClellan seconded. Motion passed unanimously

- **Terry McDiarmid is interested in returning to the Goshen Board.** He would be appointed to position 2 if approved.

**Rose Reinertson made a motion to approve Terry McDiarmid joining the Goshen Board at position number 2, and be added to the signature card for the bank account ending in 0703.** Tom McClellan seconded. Motion passed unanimously

Paul Filson added that he would like the boards to organize and have a structured plan on what their collective message will be to the public when they go out for signatures. It was a consensus that the boards will have a work session on March 1<sup>st</sup> at 12pm at the Goshen Station to discuss where each board member will go for signatures, what they will say, and any further brainstorming.

To do:

- Chief Smith to provide an update from Dave Ulbricht's (from SDAO) research.
- Bullet points of why the new formation will benefit both districts, for those who will not read the 22-page feasibility study. Strong points and numbers in an easy way to explain to the public.
- Share on social media and the website the grants we are awarded.

**Willie Bronson adjourned the meeting at 7:45 p.m.**

Respectfully submitted,

Haley Meshnik  
- Recording Secretary