

Pleasant Hill Goshen Fire & Rescue
Pleasant Hill Rural Fire Protection District
Goshen Rural Fire Protection District
Joint Board Meeting in Person/Zoom Meeting
November 8, 2023

Call to Order:

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

Flag Salute

Attendance:

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

Goshen Board Members: President Willie Bronson, Vice President Tom McClellan, Secretary/Treasurer Rose Reinertson, and Board Member Terry McDiarmid.:

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, Lieutenant Mons Roll, Executive Assistant Haley Meshnik, volunteer firefighter Natalie Cheechov, Nic Adams, and Garrett Olsen.

Guests: - Mark Reinertson

Welcome to Visitors:

Public Comment: - None

Correspondence: - None

The Chief shared his feelings and excitement for the measure passing and the support from the community. He emphasized that the board is amazing! This is a big deal, and it could not have been done just by staff. This year it was pushed by boots on the ground. Props to each of you because the Chief feels that the change to our community will last for generations.

Willie Bronson shared that he thought the results were a tribute to the drive of this board and their effort to get signatures and knock on doors. Willie recalled that when we started this about 10 years ago, the big push was to get the district board meetings in the same room, and now this board meets in one room and work so well together.

Approval of Previous Meeting Minutes:

- a. **PLEASANT HILL Minutes of October 4, 2023, Work Session Meeting** were reviewed. Kevin Flory made a motion to approve the Work Session minutes. Darrell Shoemaker seconded. Motion passed unanimously.
- b. **GOSHEN Minutes of October 4, 2023, Work Session Meeting** were reviewed. Terry McDiarmid made a motion to approve the Work Session minutes. Rose Reinertson seconded. Motion passed unanimously.
- c. **PLEASANT HILL GOSHEN FIRE & RESCUE Minutes of October 4, 2023, Work Session Meeting** were reviewed. Todd Anderson made a motion to approve the Work Session minutes. Kevin Flory seconded. Motion passed unanimously.
- d. **PLEASANT HILL Minutes of October 10, 2023, Public Hearing Meeting** were reviewed. Paul Filson made a motion to approve the Public Hearing minutes. Darrell Shoemaker seconded. Motion passed unanimously.
- e. **PLEASANT HILL Minutes of October 10, 2023, Board Meeting** were reviewed. Paul Filson made a motion to approve the Board Meeting minutes. Darrell Shoemaker seconded. Motion passed unanimously.
- f. **GOSHEN Minutes of October 10, 2023, Board Meeting** were reviewed. Terry McDiarmid made a motion to approve the Board Meeting minutes. Rose Reinertson seconded. Motion passed 3-0. Tom McClellan abstention because he was not in attendance at the October 4th meeting.
- g. **PLEASANT HILL GOSHEN FIRE & RESCUE Minutes of October 10, 2023, Board Meeting** were reviewed. Kevin Flory made a motion to approve the Board Meeting minutes. Rose Reinertson seconded. Motion passed unanimously.

Review of Monthly Financial Reports:

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.** Terry McDiarmid 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
- October 2023
- Fall Recruit Academy
- Forecasted Career Position
- Administrative Assistant
- Alarm Tracking: 99 calls in October
 - YTD: 1,072

Captain Barnhart's Training Board Report
Lieutenant Roll's Board Report
Academy Schedule

Unfinished Business: -

Fire Authority – Formation of New District Discussion

Chief Smith shared that the formation would come into effect in roughly 30 days. We don't know the timeline at this point. The Chief will be on top of a lot of moving pieces. He continued to explain the process of the formation of a new district. His best guess is that the formation will be ordered Dec 5th at the Lane County Board of Commissioners meeting. He shared his tentative plan and asked for feedback and preferences from the boards. He shared that there will be dozens of resolutions that he will get to the board members with plenty of time to review. You by law have to have a meeting within 10 days of the order of the formation.

Discussion ensued about the creation of the statement of fact. The new board can elect to pick a new day and time for the board meetings. Chief Smith added that McMinnville is just completing their new formation after their election in May of 2023.

Chief Smith shared that a strange component is that we won't have a budget between now and June 30th. Under ORS you don't have to have a budget your first year. Chief Smith shared that he would like to create a budget, but that he is not comfortable completing it at their first meeting in December. His recommendation is that they hold a second meeting following their December board meeting to review and adopt a budget. His two proposed dates for the board meetings are December 5th and December 12th.

Discussion ensued on what days to hold the meetings. Their meeting will be a moving target because they have to wait for both Lane County to certify our election and the Lane County Board of Commissioners to declare the formation of the new district, 30 days after the election. The boards discussed meeting Tuesday, December 5th and Thursday, December 7th or Tuesday, December 12th and Thursday, December 14th.

Chief Smith shared that he had a good conversation with David Ulbrich about funding options and timeline. We will start the application for business Oregon. Chief Smith shared that we could have our funding approval by spring 2024. Chief Smith believes this will allow work at the Pleasant Hill station to start, like bulldozing the station. A discussion ensued about the fire station design committee coming together.

Pleasant Hill – None

Goshen – None

New Business:

Fire Authority –

- **Audit Plan of Action Letter**

- The deficiency #1 & #2. This is always noted by our auditor and reported to the secretary of state. They would like to see more personnel to do separate roles and allow for more checks and balances. Willie Bronson says that as long as he has been seeing audits, they have been asking us to address these deficiencies. But they can't force us to hire more people. We don't have the resources to hire additional people. The Chief reviews all the QuickBooks journal entries and signs off on transactions, per the auditors request to have more eyes confirming the transactions entered.
- Todd Anderson made a motion to approve the plan of action letter from the auditor, that goes to the Secretary of State division, as well as authorize the Fire Chief and Board President to sign. Kevin Flory seconded.

Pleasant Hill–

- **Audit Plan of Action Letter**

- Kevin Flory made a motion to approve the plan of action letter from the auditor, that goes to the Secretary of State division, as well as authorize the Fire Chief and Board President to sign. Darrell Shoemaker seconded.

Goshen –

- **Audit Plan of Action Letter**

- Terry McDiarmid made a motion to approve the plan of action letter from the auditor, that goes to the Secretary of State division, as well as authorize the Fire Chief and Board President to sign. Tom McClellan seconded.

Darrell Shoemaker shared that he enjoys being on the board and working with everyone, but that his job commitments won't allow him to continue to participate. He says he is going to miss it. Darrell added that his neighbor asked what board members to vote for and he said they are all good, every one of them. He concluded that we are in good hands.

Kevin Flory shared he had a similar situation with neighbors asking him who to vote for and he shared that he would vouch for every one of the board members on the ballot. Kevin Flory added that we have been working together for 2 years+ as one team. He is totally confident that whoever the new board is, it will be ready and cohesive, with the plan and move us into the future.

Terry McDiarmid added that he also shared with residents that there are no bad choices on the ballot for the new board of directors.

Todd Anderson expressed a thank you to Chief Smith & Haley Meshnik for all that they did that they were allowed to do. He recognized that there was a lot of work that had to be done to get us to where we are today. Todd also wanted to thank the staff for everything they have done, with the limited resources we have been able to provide. He feels that they have done an exceptional job providing service to our community. He is aware of how often the trucks go by his house and how busy they are. Todd added that hopefully with everything we are working on, we can provide them with resources to make their lives and jobs better. Todd Anderson also wanted to thank all the board members for all they have done towards these efforts, from collecting signatures, going back to knock on doors to encourage people to vote, and answering any questions. Todd expressed a giant shout out to Kevin Flory for all the signatures he gathered and for his hard work he put in, to help get us here.

Kevin Flory shared that without all the knocking on doors at the end, we would not have come up with the successful outcome we did. Kevin added that he had conversations with so many people about how much they appreciate that the board members were going door to door and communicating what the district was doing. They have never had this sort of interaction with the board members, out there taking the time to educate and just letting them know what the fire district is faced with. Kevin Flory added that that has made so much of a difference with

getting the support of our community. Kevin shared that he and Paul Filson went door to door gauging the community's support and he said it was overwhelmingly supportive in both Goshen and Pleasant Hill.

Terry McDiarmid expressed the way the staff present themselves so professionally on scenes and take such good care of people, made the board's job easy when knocking on doors and talking to them about the fire district. Kevin Flory said that all the posts on social media were great and noticed. He said it helped spread the word and start conversations. Kevin Flory said that all these little things added up and were backing up what we were saying when we went door to door.

Willie Bronson reflected on his 12 years as a volunteer fire fighter in Goshen and almost 20 years on the fire board. He says it's great to have new blood on the board and invite new input and views to the discussion.

Paul Filson shared that it was truly an effort of "One Team" like the district's moto. He said that we had a group of people who didn't have their own agendas, and all put the team and task on hand first. Paul added that there is no way that this could have happened without Haley and the Chief, as well as all of us going out door to door talking to people! He added that in addition, it would not have been successful if we didn't have the staff and volunteers providing excellent service. Paul said that countless times he heard stories from the community about how the engine showed up and they were so respectful, did a fantastic job, and had empathy! He says those word-of-mouth stories go a long way when they tell others.

Fire Authority Board Vice President, Willie Bronson adjourned the meeting at 7:45 p.m.

Respectfully submitted,

Haley Meshnik
Recording Secretary