

Pleasant Hill Goshen Fire & Rescue
Pleasant Hill Rural Fire Protection District
Goshen Rural Fire Protection District
Joint Board Meeting in Person/Zoom Meeting
October 10, 2023

Call to Order:

The hybrid Joint Board Meeting was called to order at 6:55 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, Secretary/Treasurer Rose Reinertson, and Board Member Terry McDiarmid. Absent: Vice President Tom McClellan

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 Roll, Executive Assistant Haley Meshnik, and volunteer Steven Cordona.

Guests: - Mark Reinertson and Bob Schutte

Welcome to Visitors:

Public Comment: - None

Correspondence: - Thank You Letter from Patient: Sent to Lieutenant Roll's Shift, for their persistence and care towards the individuals medical needs. The patient said "I have nothing but praise for all those who have been involved in my rescue and recovery. Well trained, compassionate individuals who take their work very seriously yet are personable in the process."

Kevin Flory knows the individual who sent the thank you letter, and he added that the crew was instrumental in convincing his friend to go to the hospital, which saved his life. Kevin Flory extended a sincere thank you to Lieutenant Roll and his crew.

Todd Anderson added a thank you to the crew for taking care of his dad and getting him to the hospital.

Additional correspondence, the annual letter from OSHA.

Approval of Previous Meeting Minutes:

- a. **PLEASANT HILL Minutes of September 12, 2023, Work Session Meeting** were reviewed. Kevin Flory made a motion to approve the Work Session minutes. Paul Filson seconded. Motion passed unanimously.
- b. **GOSHEN Minutes of September 12, 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 September 12, 2023, Work Session Meeting** were reviewed. Kevin Flory made a motion to approve the Work Session minutes. Todd Anderson seconded. Motion passed unanimously.
- d. **PLEASANT HILL Minutes of September 12, 2023, Board Meeting** were reviewed. Matt Brown made a motion to approve the Board Meeting minutes. Kevin Flory seconded. Motion passed unanimously.
- e. **GOSHEN Minutes of September 12, 2023, Board Meeting** were reviewed. Terry McDiarmid made a motion to approve the Board Meeting minutes. Rose Reinertson seconded. Motion passed unanimously.
- f. **PLEASANT HILL GOSHEN FIRE & RESCUE Minutes of September 12, 2023, Board Meeting** were reviewed. Todd Anderson made a motion to approve the Board Meeting minutes. Kevin Flory seconded. Motion passed unanimously.

Review of Monthly Financial Reports:

Chief Smith shared the highlights from the financials, for the board members to be aware of. He said that we are finishing up grant funded purchases with the Oregon Department of Forestry Grant. As well as we have some consultant bills that will get refunded through the American Rescue dollars.

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. **Terry McDiarmid made a motion to approve the Goshen Financials and to pay the Goshen bills.** Rose Reinertson seconded. Motion passed unanimously.

Fire Authority

Transaction List & Financial Review. The Board reviewed the financials and transaction list. **Kevin Flory made a motion to approve the Fire Authority Financials and to pay the Fire Authority bills.** Rose Reinertson 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
- September 2023
- Vacation
- Moving
- Correspondence
- Anniversary
- Alarm Tracking: 93 calls in September
 - YTD: 973

Captain Barnhart's Training Board Report

Lieutenant Roll's Board Report

Unfinished Business: -

Pleasant Hill – None

Goshen – None

Fire Authority – None

New Business:

Fire Authority –

- **Consideration of the Request for the Fire Chief to Provide Employee Recognition Recommendations to the Board of Directors.**
 - Chief shared the memo with the board. Chief Smith applauded the board

Members for recognizing the value of our employees over the last couple of years and for investing in our staff. He says it is best to retain quality workers than it is to retrain new employees. He added that we cannot compete with the organizations that some of our personnel are geared to go. Trying to maintain comparable wages is a great way to stay competitive. Chief Smith added that the demand on our staff is more than what you can expect at a fire department, especially on the administrative side.

The Chief added that our staff are top notch and go above and beyond. They do this because it is more than just a job. It is a true care and commitment to the organization. Chief shared his response to the board's request for a recommendation from the fire chief for ways to provide bonuses to the staff. In summary, he recommended to provide a one-month salary bonus to the Executive Assistant Haley Meshnik, because in summary, salary employees work long hours and are not eligible for overtime. Chief Smith is also asking the board to authorize the fire chief the ability to offer his shift officers more than one step increase during their reviews, as a one-time thing. The Chief added that if November 7th is as successful as we all hope, that the new board takes serious consideration to allowing our Executive Assistant to receive a PERS benefit.

Terry McDiarmid shared that he is in the opinion that all they have been working on the past 2 years would be all for naught and we have to do right by them. Paul Filson added that he approves of the Chief's memo and that he recommends to the Fire Authority board to approve it. Rose Reinertson said she thinks it is very important to add Haley Meshnik to receive PERS, if the measure passes.

Todd Anderson made a motion to approve Chief's recommendation in his memo dated October 5th, 2023, for both the executive Assistant and the three shift officers. Willie Bronson seconded the motion. Passed unanimously.

Willie Bronson added that we will discuss giving the Executive Assistant PERS at the December meeting, after the election.

Pleasant Hill-

- Water Tank Design Proposal, Ausland Group
 - Chief Smith reminded the board that we received a grant of \$162,500 for the design and build of a water tank at the Pleasant Hill station. The infrastructure grant will pay for these costs and since we are currently working with Ausland Group we are considering using them to assist with this project.

The Chief added that there was an initial discussion that maybe the water tank project could happen before the start of the fire station building, but now it sounds like it is best to do it with the fire station design.

A discussion ensued. There was consideration that we could do the Geotech test early with the water tank project, but we don't want to risk the possibility of having to redo the Geotech test, because of where it is and how early we are in the site plan. The deadline to expend the grant funds on the water tank is December 2024. The goal is to have a 50K gallon water tank, if feasible.

After discussion the board decided to table this decision for one month, until after the election.

Goshen – None

Fire Authority Board Vice President, Willie Bronson adjourned the meeting at 7:33 p.m.

Respectfully submitted,

Haley Meshnik
Recording Secretary

Approved