

Lake Grove Fire District #57
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Lgfd57.com

Directors:
Bretley Hanson
Jon Harrell
Allen Patterson
Sherry Patterson
Grant Howell

June 22, 2022 Lake Grove Fire District Monthly General Board Meeting Minutes

Board President Bret Hanson called the General Board meeting to order at 5:30 pm via Google Meet.

In Attendance:

Bret Hanson, Jon Harrell, Sherry Patterson, Allen Patterson, Grant Howell, Bonnie Robb, Peter Klæbe, Fire Chief Don Johnson, Michelle Cushing

Business:

1. The Board reviewed the agenda for tonight's meeting.
2. The Board reviewed the minutes from the Board meeting on May 18, 2022.
 - a. Jon moved to approve the minutes; Grant seconded the motion. **Motion passed unanimously**
3. Fire Chief's Report
 - a. The Chief said the City of Lake Oswego is going to hire their first Emergency Disaster Response Manager. The position will be in under the City Manager's Office and develops, coordinates, and implements the City of Lake Oswego's Emergency Management Program. The position will include a spectrum of activities and functions that build an efficient capacity to mitigate against, prepare for, respond to, and recover from large scale emergencies and disasters. This position works to reduce the impact of disasters upon the City by coordinating with the City management and departments, local, county, state, and federal officials, non-profits, businesses, schools, hospitals, and stakeholders. This position also develops emergency preparedness training, exercises, and drills.
 - b. The Chief reported that 6 of his employees have completed wildland fire training. Fire management programs and techniques are constantly changing, changing in response to new science, changes in public policy, advances in technology, and safety and fire prevention lessons learned. A wide range of courses are available for professional wildland fire professionals to update their knowledge and skills.
 - c. The Chief stated the City of Lake Oswego has hired Kristine (Kris) Artman as the new Assistant Fire Chief. Kris is retiring from the City of Portland Fire Department as Deputy Chief after 26 years. Kris is a resident of Lake Oswego and will start with the City of Lake Oswego in August 2022. Welcome Chief Artman!
4. Bret asked the Board how they were doing with their goals for 2021-2022.
 - a. The Board is going to provide meals to the 4 fire stations sometime this summer. A motion was passed previously to provide meals to the 4 fire stations for the 3 shifts at each station with a total not to exceed amount of \$ 750.00. Allen and Sherry would handle the Main Fire Station downtown (214), Grant would handle the South Shore station (212), Jon would handle the Jean Road station (211) and Michelle would handle the Westlake Station (210).
 - b. Grant is working on the Board policy handbook. He is using information provided by Special Districts of Oregon (SDAO) and Oregon Fire District Directors Association (OFDDA). Bret offered to help draft the handbook. The Board also plans to have Bob

Blackmore, the District's legal counsel, review. This is a large goal and will be a goal for the new fiscal year.

5. At the last Board meeting, Sherry asked Michelle to contact the neighborhood associations in our District letting them know of our upcoming Board meetings. Bonnie Robb and Peter Klaebe of the Rosewood Neighborhood Association joined the meeting tonight. The Lake Oswego School District's (LOSD) would like to move the bus barn from its current location in the Waluga neighborhood to the Rosewood neighborhood. The Bus Barn would move from its current location at 4200 Douglas Way to a proposed new site just north of the intersection of Southwest 65th Avenue and McEwan Road. The neighborhood association plans to continue contacting residents and businesses in the area. Peter stated the neighborhood association plans to fundraise to help offset the costs involved to fight this proposed move. The neighborhood association plans to complete a traffic study and asked the Lake Grove Fire District for their help and support.
 - i. Sherry moved to contribute \$3,000 towards the traffic study; Allen seconded the motion. Grant abstained from voting as he is a member of the neighborhood association board. **Motion passed unanimously.**
6. Financial Report
 - a. The Board reviewed the monthly financial report.
 1. Grant moved to pay the bills as presented; Jon seconded the motion. **Motion passed unanimously.**
 2. Bret moved to transfer \$ 50,000 from the investment pool account to the operating account; Allen seconded the motion. **Motion passed unanimously.**
 - b. Both bank reconciliations were completed for May 31, 2022. Sherry reviewed and approved these bank reconciliations.
 - c. The final installment for fiscal year 2021-2022 of \$ 250,921.83 is due by June 30, 2022, to the City of Lake Oswego for the fire services contract. Allen will make the transfer before June 30, 2022.
7. Safety Update
 - a. Bret asked the Board members present if they were aware of any safety issues and the response was no.

The Board meeting adjourned at 6:50 pm.