

Lake Grove Fire District #57
PO Box 2163
Lake Oswego, OR 97035

Lgfd57.com

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

November 10, 2021 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:

Bretley Hanson, Jon Harrell, Sherry Patterson, Allen Patterson, Grant Howell, Assistant Fire Chief David Morris, Michelle Cushing

Business:

1. The Board reviewed the agenda for tonight's meeting.
2. The Board reviewed the minutes from the Board meeting on October 13, 2021.
 - a. Jon moved to approve the minutes; Grant seconded the motion. **Motion passed unanimously**
3. The Board reviewed the minutes from the Board meeting on October 29, 2021.
 - a. Bret moved to approve the minutes; Allen seconded the motion. Jon abstained as he was not present at this meeting. **Motion passed unanimously**
4. Fire Chief's Report – The Fire Chief has not able to attend the meeting tonight and asked Assistant Fire Chief David Morris to join.
 - a. Assistant Fire Chief David Morris announced his retirement after 26 years with the Lake Oswego Fire Department. Chief Morris was hired in 1995 as a firefighter and worked his way up the ranks to Assistant Fire Chief in 2016. He intends to stay in the area and spend more time with his family and friends. Congratulations Chief Morris!
 - b. Nearly all of the Fire Department, Police Department, 911 operators and City Employees have been fully vaccinated, including the booster shot. Great news in the battle to fight Covid-19.
 - c. Sherry brought to the Assistant Fire Chief's attention a potential need for additional fire hydrants on Indian Springs, Albert Circle, and a few other streets. Chief Morris will discuss with Chief Johnson and suggest they drive the areas in question together with Sherry to share ideas and solutions.
5. The current lease with the landlord has been extended through December 31, 2021. Michelle will arrange a time with the landlord or their representative in December to do a final walkthrough and to deliver any and all keys to the office space.
6. Michelle contacted the Oregon Surplus Property Department with the State of Oregon about options for disposing of the surplus office furniture. The State does not govern local Fire Districts but if the Lake Grove Fire District were a state agency, since the value of each of the items to be donated is less than \$ 250.00, they may be donated without issue. The Board discussed and plan to donate the furniture to a local nonprofit in our area.
7. Grant is going to look into options to port over our phone number to our new office space. Investigate a cell phone or IP phone or something else that would work for the Fire District. There may be some equipment that needs to be purchased initially.

- a. Jon made a motion to approve a one-time equipment charge not to exceed \$ 350.00 and a monthly phone expense not to exceed \$ 100.00. Allen seconded the motion. **Motion passed unanimously.**
8. Michelle reported there are about 30-33 red backpacks that were purchased in March 2020 for the Lake Oswego Emergency Preparedness Fair. The event was postponed for both 2020 and 2021, due to Covid-19. Grant had asked Michelle to obtain from Clackamas County, a listing of all new homeowners in the Fire District. The list is about 120 households. The Board suggested mailing our flyer identifying ourselves and explaining what we do. Michelle added a paragraph to the flyer for those interested in an Emergency Preparedness backpack to contact the District Office. One of the Board members would deliver the backpack and introduce the Fire District and invite the resident to an upcoming Board meeting.
9. The Board discussed their goals for FY 2021-2022. Everyone is working on them and believe them to be attainable and achievable. Michelle did mention that the Fire Services Contract with the City of Lake Oswego is due to expire June 30, 2022. Jon and Grant are going to take the lead on this contract renewal. They plan to contact the Fire Chief after the 1st of the year and commence contract discussions.
10. Sherry said she was being censured by the Rivergrove Water District; a Board Sherry has been on since 1991. The Fire District Board offered to write a letter to the Rivergrove Water District stating that Sherry is an asset to the Fire District and the Fire District Board does not agree with the censure.
11. Financial Report
 - a. The Board reviewed the monthly financial report.
 1. Grant moved to pay the bills as presented; Sherry seconded the motion. **Motion passed unanimously.**
 - b. Both bank reconciliations were completed for October 31, 2021. Allen reviewed and approved these bank reconciliations.
12. 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.