

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

www.lgfd57.com



Directors
Bretley Hanson
Jon Harrell
Allen Patterson
Sherry Patterson
Grant Howell

December 16, 2020 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 Zoom.

In Attendance:

Bretley Hanson, Jon Harrell, Sherry Patterson, Allen Patterson, Grant Howell, Fire Chief Don Johnson, City of Rivergrove Mayor Walt Williams,

Business:

1. The Board reviewed the agenda for tonight's meeting.
2. The Board reviewed the minutes from the Board meeting on November 18, 2020.
 - a. Allen moved to approve the minutes; Grant seconded the motion. **Motion passed unanimously.**
3. Fire Chief's Report
 - a. The Chief reported that the LOFD has had no COVID-19 cases among their 50+ employees. They have been able to assist Clackamas County and administer COVID-19 testing. Staff trainings are being held inside at the fire stations and the stations remain closed to the public.
 - b. The COVID-19 vaccine has been developed and is being released to frontline health care workers and first responders. LOFD will work with public health partners to organize how they'll vaccinate firefighters. Immediate vaccination of LOFD will help them remain available to safely respond to all emergency needs, including COVID-19 responses. LOFD expects to start receiving the vaccine shortly into 2021.
4. The Mayor of Rivergrove Walt Williams joined our Zoom meeting tonight. Mayor Williams has been the Mayor of Rivergrove for 2 years. The Mayor leads a City Council of 4 residents and a city of 509 people and 165 mostly single dwelling houses. There is one duplex. There is no commercial property in the City of Rivergrove. A lively discussion ensued from the recent proposed (and defeated) Lake Oswego School District Bus Barn to SB2001 Allowing the development of duplexes and townhouses where now only single-family homes are allowed. Michelle will send the Mayor's contact information to the Board.
5. The Board reviewed their goals for 2020-2021.
 - a. The Board would like to upgrade the office computer to a 27" iMac and provide Lenovo Chromebook Duets to the 5 Board Directors. The current office computer was purchased in 2010 and has become obsolete and unable to run certain programs. A new printer/scanner would also be purchased for the office. There is \$ 4,000 in the approved budget for FY 2020-2021.
 - i. Jon moved to purchase an iMac, printer/scanner and 5 Chromebooks with a not-to-exceed total aggregate amount of \$ 4,000; Grant seconded the motion. **Motion passed unanimously.**

- b. Grant was successfully added as a check signer at US Bank. Former Director Kris Chiasson was removed as a check signer.
- 6. Michelle spoke with Tonya Grass at SDAO regarding Bret living outside the US for an extended period of time. Tonya stated since Bret is retaining his residence within the District and intends to lead and participate in the monthly District Board meetings, there is no legal issue with Bret being on the Board and not being in the US.
- 7. Allen proposed the Board consider purchasing copies of the book "Lake Oswego (images of America)" by Laura Foster for the 6 LOFD recruits and for the 4 fire stations.
 - a. Allen moved to purchase 10 copies of the book "Lake Oswego (images of America)" by Laura Foster: Jon seconded the motion. **Motion passed unanimously.** The Board asked Michelle to purchase and ship to the Chief at the Main Fire Station to distribute.
- 8. Financial Report
 - a. The Board reviewed the monthly financial report.
 - i. Grant moved to pay the bills as presented; Allen seconded the motion. **Motion passed unanimously.**
 - b. Both bank reconciliations were completed for November 30, 2020. Grant reviewed and approved these bank reconciliations.
 - c. The first installment for fiscal year 2020-2021 of \$ 490,240.75 is due by December 31, 2020 to the City of Lake Oswego for the fire services contract. Allen will make the transfer on December 30, 2020.
- 9. Safety Update
 - a. Bret asked the Board members present if they were aware of any other safety issues and the response was no. Jon will handle the servicing of the fire extinguisher for the District office.

The Board meeting adjourned at 7:10 pm.