

Lake Grove Fire District #57
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Directors:
Grant Howell
Bretley Hanson
Allen Patterson
Sherry Patterson
Jon Harrell

May 10, 2023 Lake Grove Fire District Monthly General Board Meeting Minutes

Board President Grant Howell called the General Board meeting to order at 5:34 pm via Google Meet and held in person at the Main Fire Station (214) in Downtown Lake Oswego

In Attendance:

Grant Howell, Bret Hanson, Sherry Patterson, Jon Harrell, Allen Patterson, Fire Marshal Gert Zoutendijk, Michelle Cushing

Business:

1. The Board reviewed the agenda for tonight's meeting.
2. The Board reviewed the minutes from the Budget Committee meeting on April 12, 2023.
 - a. Allen moved to approve the minutes; Sherry seconded the motion. **Motion passed unanimously**
3. The Board reviewed the minutes from the General Board meeting on April 12, 2023.
 - a. Sherry moved to approve the minutes; Allen seconded the motion. **Motion passed unanimously**
4. Fire Chief's Report – Fire Marshal Gert Zoutendijk joined the meeting tonight.
 - a. Lake Oswego Fire Department (LOFD) took delivery of a new Pierce Velocity fire engine earlier this month. The engine has a 500-gallon water tank, pumps 1500 gallons per minute and has lots of storage for equipment. It will be housed at the Westlake Fire Station (210). The engine is the same apparatus that is at the South Shore Station (212). Once the customization is done in Eugene, the engine will be placed into service, later in May. Fire engines generally have a life of 20 years and this 2023 engine is replacing the 1997 engine.
 - b. The LOFD is reaching out to senior living facilities in Lake Oswego and assisting Executive Directors and staff with training and emergency preparedness. These facilities offer independent living, assisted living, and memory care programs and LOFD wants to educate all employees who care for the residents.
5. Grant asked the Board about their goals for 2022-2023.
 - a. Board Member Handbook – Grant has started the draft and will enlist other Board members to assist as needed.
 - b. Fire Protection Awareness and Education – Allen and Sherry will lead this goal. Sherry will reach out to the State Fire Marshal's office to gather information on fire suppression systems, Allen will gather information from other sources for fire suppression information.

- c. Local Option Levy – On the special election ballot May 16, 2023 – The Board decided to keep the local option levy at its existing rate of .15 per \$ 1,000 of assessed value. This local option levy will run from July 1, 2024 through June 30, 2029.
6. The Board asked Michelle in last month’s meeting to reach out to Lake Oswego Fire Department (LOFD) and ask if Narcan use and training were going to be incorporated into the CERT training. And also, if the Lake Oswego Schools have Narcan available to use. Michelle heard back from LOFD and they will not be incorporating Narcan subject matter into the CERT Program. All the Lake Oswego Middle and High Schools do have Narcan, and know how to administer. Michelle has an appointment tomorrow at Clackamas County Public Health to pick up a supply of Narcan for the District office.
7. The Board proposed a 10% longevity award for the Office Manager for FYE2023. The longevity award is calculated on hours worked in FYE2023 and will be paid at next month’s General Board meeting. The Office Manager’s formal review will occur on Wednesday June 14 in Executive Session. Jon asked Michelle to find out what Cost of Living Adjustment (COLA) are currently being given.
 - a. Allen moved to approve this longevity award; Sherry seconded the motion. **Motion passed unanimously.**
8. The Rosewood Neighborhood Association is appealing the decision for the bus barn proposed by the Lake Oswego School District (LOSD) to the Land Use Board of Appeals (LUBA). After rejecting a similar proposal in 2019, the city of Lake Oswego’s Development Review Commission (DRC) approved the application by LOSD to build a 2.4-acre barn at 6333 S Lakeview Boulevard earlier this year. Then, after the Rosewood Neighborhood Association appealed the decision to the City Council, the Council unanimously upheld the DRC’s decision. More to follow.
9. Grant mentioned that National Night Out is scheduled for Tuesday August 1. National Night Out is an annual community-building campaign that promotes community partnerships and neighborhood camaraderie. Michelle will let the Fire Chief know of the date. Grant hopes to involve more of the Rosewood Neighborhood at this event and promote the Lake Grove Fire District. Sherry suggested having CERT materials at the event. Sherry asked Michelle to follow up with Lake Oswego Fire Department about getting CERT materials in Spanish too. The Board will confirm their upcoming Board meeting dates through June 2024 to encourage residents and attendees to join a future Lake Grove Fire District Board meeting.
10. Financial Report
 - a. The Board reviewed the monthly financial report.
 1. Allen moved to pay the bills as presented; Grant seconded the motion. **Motion passed unanimously.**
 - b. Both bank reconciliations were completed for April 30, 2023. Sherry reviewed and approved these bank reconciliations.
11. Safety Update
 - a. Grant asked the Board members present if they were aware of any safety issues and the response was no.

The Board meeting adjourned at 6:29 pm.