

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

## November 16, 2022 Lake Grove Fire District Monthly General Board Meeting Minutes

Board President Grant Howell called the General Board meeting to order at 5:35 pm via Google Meet and held in person at 5 Centerpointe

### **In Attendance:**

Grant Howell, Bret Hanson, Sherry Patterson, Allen Patterson, Jon Harrell, Battalion Chief Jim Doane, Michelle Cushing

### **Business:**

1. The Board reviewed the agenda for tonight's meeting.
2. The Board reviewed the minutes from the General Board meeting on October 19, 2022.
  - a. Allen moved to approve the minutes; Bret seconded the motion. **Motion passed unanimously**
3. Fire Chief's Report
  - a. Battalion Chief Jim Doane joined the Board meeting tonight. Jim mentioned how much the firefighters were enjoying the lunches with the Fire District Board members. The crews were pleased with the Board's interest in them and their safety. Bret created some questions/talking points to get the conversations started with the firefighters. The Board's goal is to discuss and identify needs and health & safety concerns of the firefighters.
4. Russ Ries from Jarrard, Seibert, Pollard & Co reported on the FY2022 Audit. The audit resulted in a clean unmodified opinion, the highest classification, and there were no material findings. Russ walked the Board through the various financial statements. Jarrard, Seibert, Pollard's opinion is that the District's financial statements are fairly presented in accordance with generally accepted accounting principles.
5. Whit Middlecoff, the Board Chair of the Southwood Park Water District (SPWD) joined the Board meeting tonight. Whit joined the SPWD Board in October 2021 and became their Board chair in July 2022. Whit shared with the Fire District Board that the Water District Board has contracted with PACE Engineers to develop their capital improvement plan. Southwood Park Water District currently has 298 connections and a capital plan is mandatory for Water Districts having 300 or more connections. PACE will identify areas that need attention and maintenance. The capital improvement plan will become the guiding principle for the Water District in the years to come.
6. 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. Meals with the 4 Fire Stations – The meals with the fire stations have been going very well as stated above. There was a need discovered in Jon’s discussions with the fire crew at Station 211. Jon suggested purchasing additional PBI hoods for the 4 fire stations in Lake Oswego. A PBI hood is worn by a firefighter and offers protection around the head, face, and neck and all the way down to the chest. PBI was originally developed for NASA’s project Apollo to answer the need for a higher level of thermal protection. PBI does not burn in air, melt or emit toxic fumes and has excellent resistance to chemicals and solvents. The Board asked Michelle to reach out to the Fire Chief and see about the costs of the hoods. The Board also asked Michelle to check with the Chief on the cost of Structure Firefighting Gloves. Michelle will report back at the next Board meeting.
  - c. 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 and Michelle will find out about fire sprinkler systems installed in new and existing residential properties.
  - d. Traffic Safety Study – Completed Friday August 26 and Grant is compiling and editing video and drone footage. He plans to have something for the Board to watch and review at a future Board meeting.
  - e. Local Option Levy – On the ballot in May 2023 – Michelle will work on and present to the Board for discussion at the January 2023 Board meeting.
7. Financial Report
- a. The Board reviewed the monthly financial report.
    - 1. Allen moved to pay the bills as presented; Sherry seconded the motion.  
**Motion passed unanimously.**
  - b. Both bank reconciliations were completed for October 31, 2022. Allen and Sherry reviewed and approved these bank reconciliations.
8. 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 7:55 pm.