

Lake Grove Fire District #57
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www.lgfd57.com



Directors
Bretley Hanson
Jon Harrell
Allen Patterson
Sherry Patterson
Grant Howell

February 24, 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 Zoom.

In Attendance:

Bretley Hanson, Jon Harrell, Sherry Patterson, Allen Patterson, Grant Howell, Fire Chief Don Johnson,

Business:

1. The Board reviewed the agenda for tonight's meeting.
2. The Board reviewed the minutes from the Board meeting on January 20, 2021.
 - a. Jon moved to approve the minutes; Grant seconded the motion. **Motion passed unanimously.**
3. Fire Chief's Report
 - a. The Lake Oswego area experienced a snow and ice storm in mid-February. The Chief reported that generally there are 12-15 calls per day but during the snow and ice storm, there were 300 calls over a 3-day period. Trees and utility lines down were the majority of the calls. No injuries were reported. The Fire Chief gave a big thanks to the entire City staff for working together and taking care of our residents.
 - b. The new collective bargaining agreement (CBA) has been voted on and accepted by the nearly 50 employees represented in the Fire Department. The CBA covers the period of July 1, 2020 thru June 30, 2023. The Lake Oswego City Council will vote on the contract at their meeting on Tuesday, March 2.
 - c. With the anticipated number of employee retirements in 2021, the Chief expects to start a fire academy in March 2021. He plans to have 6 recruits participate in the fire academy. It generally takes about 9 months for the recruits to be trained and ready to go.
4. The Board reviewed their goals for 2020-2021.
 - a. Grant researched and provided the Board with cost estimates for both software licenses and software subscriptions for the new office computer. The District software needs are Microsoft Office, QuickBooks, and Adobe Acrobat and have not been updated since 2010. The Board discussed either purchasing software licenses (approx. \$ 1,100) or purchasing software subscriptions (approx. \$ 2,400) for the 3 services. The Board determined it was more cost effective to purchase software licenses.
 - i. Sherry moved to approve the purchase of software licenses for the 3 services; Jon seconded the motion. **Motion passed unanimously.**
 - b. Grant also provided the Board with information and cost estimates for integration to a Google Apps platform. The Google Apps would be more cost effective and integrate well with the Chromebooks and the new office Mac. The Board and Michelle would use "@lgfd.com email addresses" to conduct District business and this would better comply

with public records retention and the web hosting would be done by Google rather than Streamline.

- i. Jon moved to proceed with Google Apps email and hosting services; Allen seconded the motion. **Motion passed unanimously.**
5. The Clackamas County Special District Election is Tuesday May 18, 2021. Three of the District's 5 positions will be up for election. Position 1 currently held by Jon Harrell, Position 3 currently held by Grant Howell and Position 5 currently held by Bretley Hanson would all be on the ballot. Bret is interested in remaining on the Board and intends to retain ownership of his home while living outside the US. Bret, Sherry and Michelle all contacted the Clackamas County Elections Department independently to confirm Bret's ability to serve. Michelle also contacted SDAO. Both the Elections Department and SDAO confirmed Bret is able to legally serve on the Board as long as he owns property in the District. The final day to file candidate paperwork is Thursday, March 18, 2021.
6. The Board engaged in a discussion of the wildland urban interface. Property owners can better protect their homes and firefighters during encroaching wildfires by reducing excess vegetation around their homes and other structures. The Board wants to partner and work with the Cities of Lake Oswego and Rivergrove and neighborhood associations to preform preventive and pre-emptive actions now.
7. The Board asked Michelle to reach out to the 3 water districts serving the Fire Districts and ask about exercising the fire hydrants and report back at the next Board meeting.
8. Michelle notified Tom Gregoire, the landlord, about the water on the inside of the windowsills that Sherry noted at the last Board meeting. A handyman came out and caulked and sealed 5 windows (3 in the Fire District office and 2 windows in the neighboring Water District office). One of the windows in the Water District office, the handyman determined there was water behind the siding and talked to Tom directly about repairs. Contractors have been on-site reviewing and determining the nature of the work. The Board asked Michelle to follow up on the repair status and schedule and ask if we need to move furniture away from the contractors work area.
9. Financial Report
 - a. The Board reviewed the monthly financial report.
 - i. Grant moved to pay the bills as presented; Jon seconded the motion. **Motion passed unanimously.**
 - b. Both bank reconciliations were completed for January 31, 2021. Grant reviewed and approved these bank reconciliations.
10. Safety Update
 - a. Bret asked the Board members present if they were aware of any other safety issues and the response was no.

The Board meeting adjourned at 7:07 pm.