



# SANDY FIRE DISTRICT NO.72

17460 Bruns Avenue • P.O. Box 518 Sandy, Oregon 97055

Business Phone: 503.668.8093 • Facsimile: 503.668.7941

**SANDY FIRE DISTRICT No. 72  
BOARD OF DIRECTORS MEETING AGENDA  
THURSDAY, AUGUST 11, 2022  
17459 BRUNS AVE  
7:00 PM**

**Call to Order** Per ORS 192.610 to 192.690  
ORS 192.650 – This meeting is being recorded

## **Roll Call & Flag Salute**

## **Changes to the Agenda**

- 1) **\* Consent Agenda:**
  - July 14, 2022 Board Meeting Minutes
  - July Accounts Payable
- 2) **Financial Report:**
  - July Financial Report – Chief Schneider
- 3) **Recognition/ Public Comment:**
- 4) **Correspondence:**
  - Public
  - Media
- 5) **Old Business:**
  - Feasibility Study Update – Division Chief McKinnon
- 6) **New Business:**
- 7) **Volunteer Report:**
- 8) **Union Report:**
  - Negotiations – First Meeting
- 9) **Division Report:**

10) **Chief's Report:**

- OSFM Grant Update
- Accounting Software Update

11) **Chairman's Report:**

12) **Action Items:**

**Next Regular Scheduled Board Meeting:**

Board Meeting Thursday, September 8, 2022 at 7:00 pm

**Adjournment (Motion)**



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## SANDY FIRE DISTRICT NO. 72 BOARD OF DIRECTORS MEETING THURSDAY, JULY 14, 2022

Chair Sue Hein called the regular meeting of the Sandy Fire District Board of Directors to order at 7:00 pm per ORS 192.610 to 192.690. This meeting was held an in person and virtual meeting being recorded Per 192.650. Roll call showed the following Directors present:

**ATTENDANCE:** Board Chair Sue Hein, Board of Directors; Justin Stuchlik, Ron Lesowski, Andrew Brian, and Mark Maunder. Staff: Chief Phil Schneider, Division Chief Jason McKinnon and Office Manager Nannette Howland.

### Summary of Motions

- Motion to approve the Consent Agenda. Director Brian abstained from check number 54264, Director Hein abstained from check number 54274, Director Lesowski abstained from check number 54276, Director Maunder abstained from check number 54277, Director Stuchlik abstained from check number 54286. - Passed
- Motion to appoint Sue Hein for the position of Chairman, Justin Stuchlik for the position of Vice Chairman, Ron Lesowski for the position of Secretary/Treasurer. - Passed
- Motion to approve the firms Watts & Watts and Peck Rubanoff Hatfield as the District's Legal Counsels - Passed
- Motion to adjourn the July Board Meeting – Passed

Changes to the Agenda – There were no changes to the agenda.

### Minutes

**Motion to approve the Consent Agenda. Director Brian abstained from check number 54264, Director Hein abstained from check number 54274, Director Lesowski abstained from check number 54276, Director Maunder abstained from check number 54277, Director Stuchlik abstained from check number 54286.**

*Motion made by Brian, 2<sup>nd</sup> by Stuchlik (Motion Passed 5-0 Roll Call Vote)*

### Financial Report

The Board of Directors received the end of the fiscal year financial report. Chief Schneider reviewed the financial report with the Board of Directors.

2022/2023 budget was delivered to Clackamas County Assessor's Office.

### Recognition/Public Comment

No Public Comment

**BOARD MINUTES**

**July 14, 2022**

**Page 1 of 3**

### **Correspondence**

The Board of Directors received the media correspondence and monthly alarm summary in their Board Packet. There was no public correspondence this month.

### **Old Business**

#### **Feasibility Study**

We have received a final draft. We are reviewing with Clackamas; we have had a few minor changes and some items that we needed clarification. We are working on scheduling presentation toward the end of August.

### **New Business**

Nominations were opened for the position of Chairman, Vice Chairman, Secretary/Treasurer.

**Motion to appoint Sue Hein for the position of Chairman, Justin Stuchlik for the position of Vice Chairman, Ron Lesowski for the position of Secretary/Treasurer.**

*Motion made by Brian, 2<sup>nd</sup> by Stuchlik (Motion Passed 5-0)*

#### **Staff Report ~ Legal Counsel**

The Board of Directors received a Staff Report regarding the District's Legal Counsel. Per Board Policy 1.12 the Board of Directors shall annually review and select a firm for legal counsel.

**Motion to approve the firms Watts & Watts and Peck Rubanoff Hatfield as the District's Legal Counsels.** *Motion made by Stuchlik, 2<sup>nd</sup> by Maunder (Motion Passed 5-0 Roll Call).*

### **Volunteer Report**

Volunteer Jeremy Parker reported the Volunteers have been busy with Fireworks on the 4<sup>th</sup>, Mt. Festival parade, and fill the boot. We had a great turnout for the open house after the parade.

### **Union Report**

Everything has been approved to switch from TVFR Local 1660 to Clackamas Local 1559. We are working on scheduling the first meeting to start negotiations.

### **Division Report**

Chief McKinnon discussed the mutual aid report with the Board of Directors.

We are accepting volunteer applications and we are working on getting the signs out. We will be participating in the Clackamas Fire Academy and are looking at around 8 recruits. Chief McKinnon shared the experience levels of our Volunteer Association and the Board discussed recruitment sustainability.

### **Fire Chiefs Report**

*Sandy/ Clackamas IGA Addendum* - Chief Schneider has signed the new IGA addendum with a 3% increase with Clackamas Fire District. In addition, we added SCBA testing and air compressor testing.

*Marmot Roud Brush Fire*

**BOARD MINUTES**

**July 14, 2022**

**Page 2 of 3**

Last month we had a large brush fire off Marmot Road. Overall, the fire was held at approximately 14 acres fire. Clackamas provided 3 Battalion Chiefs, Rehab, and Crew 30. We also had a water tender from Hoodland Fire. ODF provided several engines, and we had a couple crews from Southern Oregon. Additionally, we had a women's hand crew from Coffee Creek correctional facility.

*Grants* – We have received two grants this month. The first was a grant from OSFM regarding Wildland Staffing. This grant is an upfront paid grant for \$35,000 that will help increase staffing during red flag or high fire danger days. The other was also from OSFM and provides the District with 3 new iPads, cases and charges. These will have Interra added to them and be placed on the apparatus.

*SDIS Best Practices Review* – Chief Schneider discussed that SDIS came out with this year's best practice, which if completed saves us up to 10% on our insurance. This year the Board of Directors will have some webinars to participate for the District to earn the discount. Chief Schneider will be sending information to Chair Hein.

*Accounting Software Program* – Chief Schneider will be meeting with representative from Caselle Accounting software program. They are the company that Accuity (Auditor) recommended that Sandy Fire consider for a fund accounting software program.

**Chairman's Report:**

Director Hein mentioned she will be reviewing Chief Schneider's contract. We will need to make some changes; it is based on a calendar year and to make things easier it should be on a fiscal year.

**Action Items**

No Action Items

**Next Meeting**

The next regularly scheduled Board Meeting will be August 11, 2022 at 7:00 pm.

**Adjournment**

**Motion to adjourn the July Board Meeting at 7:50 pm.**

*Motion made by Stuchlik, 2<sup>nd</sup> by Maunder (Motion Passed 5-0).*

Respectfully Submitted,



Ron Lesowski  
Board Secretary/Treasurer



Nannette Howland  
Office Manager