

# Estacada Fire District #69



**REGULAR BOARD OF DIRECTORS' MEETING  
August 19, 2021  
Meeting Location: Remote Video Conferencing**

**7:00 p.m.**

Hi there,

You are invited to a Zoom webinar.  
When: Aug 19, 2021, 07:00 PM Pacific Time (US and Canada)

Topic: Estacada Fire Regular Board of Directors Meeting

Please click the link below to join the webinar:  
<https://zoom.us/j/91767090682?pwd=cndTV1RPVfVxeFdPeC9GbGdmT3RQUt09>  
Passcode: 464259

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1. **CALL TO ORDER PER ORS 192.610 TO 192.690**
  - a. **ORS 192.650 – The meeting is being recorded. At 7:00 p.m.**
2. **INVOCATION**
3. **FLAG SALUTE**
4. **ROLL CALL:** Matt Silva, John McAdoo, Ken Oliver, Paul Miller, Matt Day
5. **CHANGES TO THE AGENDA**
6. **APPROVAL OF MINUTES OF THE REGULAR BOARD MEETING ON JULY 15, 2021, AND SPECIAL BOARD MEETING ON AUGUST 4, 2021**

# Estacada Fire District #69



## **7. BUSINESS ITEMS**

**B-1 Election of Board Officers**

**B-2 Approval and Payment of Bills**

**B-3 TBA**

## **8. BOARD INFORMATIONAL UPDATES / COMMENTS**

### **9. STAFF / COMMITTEE REPORTS**

**a. Chief's Report - Chief O'Connor**

**b. Financial Report – Cheryl Lashbrook**

## **10. PUBLIC COMMENT**

## **11. BOARD COMMENT**

## **12. NEXT MEETING**

The next meeting will be on Thursday, September 16, 2021, at 7:00 p.m.

## **13. ADJOURNMENT**



# Estacada Fire District #69



10. **PUBLIC COMMENT** – None.

11. **BOARD COMMENT**

Director McAdoo commented that he was at the Fire Station this morning and there was a call out for a Brush Fire and within 10 minutes, there were 5 more individuals reporting to the station. Director McAdoo said he was very thankful and proud of the Volunteers.

12. **NEXT MEETING**

The next meeting will be on Thursday, September 16, 2021, at 7:00 p.m.

13. **ADJOURNMENT** at 1945.

Cheryl Lashbrook  
Administrative Manager

  
\_\_\_\_\_  
President Matthew Silva

  
\_\_\_\_\_  
Secretary/Treasurer John McAdoo



# Estacada Fire District #69



Director Day commented that his grandfather suffered a severe stroke and he had to call 911 yesterday. He added that the care his grandfather received from the firefighters went above and beyond, was great to see and is much appreciated.

## 9. STAFF / COMMITTEE REPORTS

### a. Chief's Report - Chief O'Connor

Chief O'Connor reported that the Staff Report is positive; however, the difficulties encountered involve the new COVID rules. Chief O'Connor explained that there is little to no guidance from the State of Oregon and all employees and volunteers are required to become vaccinated by September 30, 2021. Chief O'Connor advised that he is establishing a list of which employees are/are not vaccinated and it appears the district stands to lose 30% of the workforce, which includes some career staff. Much discussion ensued, including Director McAdoo reading email correspondence between House Representative Christine Drazan and himself. President Silva suggested either a Work Session with Chief O'Connor or a Special Board Meeting in the future to discuss this matter in greater detail.

### b. Financial Report – No comments.

### c. Letter from citizen – Director Oliver

Director Oliver read a letter from citizens Jane and Gary Reed regarding a visit from our Fire Department to assess defensible space and how grateful and appreciative the Reeds were regarding the visit.

### d. Main Station Plumbing – Director Miller

Director Miller reported that the main plumbing line for the main station was never replaced 3 years ago during the ADA bathroom remodel even though there was a \$10,000 bid by Cascade Mechanical to perform the work. Director Miller explained that the reason was because the work was 3 months out and Pat at Cascade Mechanical was not provided a Purchase Order from ERFD69 at the time. Director Miller advised that the district would most likely keep getting bills if this issue was not addressed and repaired because Pat from Cascade Mechanical ran a camera down the pipe, and it is terrible. Director Miller explained that the ADA shower is making the issue worse since water can just run out on the floor. President Silva asked Chief O'Connor to obtain 1 bid from Cascade Mechanical plus 2 other bids from other vendors prior to the next Board Meeting, or possibly a scheduling a Special Board Meeting regarding this issue.





# Estacada Fire District #69



## 7. BUSINESS ITEMS

### B-1 Election of Board Officers

Director Oliver stated that since the Fire Station just restarted on July 1, 2021, in his opinion, Matthew Silva Should remain President for 6-months until the Fire Station becomes more established. President Silva said he basically only assists with adding Agenda items and had no dog in the fight; however, he is committed to helping the district in any capacity, whatever the decision. Some discussion followed.

**Director Day made a Motion; Seconded by Director Oliver to elect Matthew Silva as President, Paul Miller as Vice President and John McAdoo as Secretary/Treasurer; and to re-visit the issue in 6-months; Roll call vote; passed unanimously.**

### B-2 Approval and Payment of Bills

There was some discussion regarding the amount of the Clackamas County Finance Bill (for C-Com fees) and Director Oliver volunteered to investigate. Director McAdoo asked regarding the vendor Reach Local and Chief O'Connor confirmed that vendor handled our website. There was some discussion regarding the process and reconciliation of bill payments. Chief O'Connor noted that he obviously had been out and had hoped to have the reconciliation in place at this meeting; however, he was derailed. He directed the Board of Directors to the Payroll sheet and advised to expect something similar for the September meeting regarding the payment of bills.

**President Silva made a Motion; Seconded by Director Miller to pay bills as presented; Roll call vote; passed unanimously.**

## 8. BOARD INFORMATIONAL UPDATES / COMMENTS

President Silva reported that a Task Force leader on the Bootleg Fire approached him and informed him that Firefighters Tyler Troutman and Christian Coerper did a fabulous job, above and beyond. Chief O'Connor shared similar story.





# Estacada Fire District #69



## MINUTES

### REGULAR BOARD OF DIRECTORS' MEETING

August 19, 2021

Meeting Location: Remote Video Conferencing

7:00 p.m.

1. **CALL TO ORDER PER ORS 192.610 TO 192.690**
  - a. **ORS 192.650 – The meeting is being recorded.** At 1900, President Silva announced that there would be a delay beginning the meeting because Director Miller was experiencing technical issues and decided to join the meeting in-person. Director Miller arrived and President Silva called the meeting to order at 1915.
2. **INVOCATION** – by Director McAdoo – Done.
3. **FLAG SALUTE** – Done.
4. **ROLL CALL:**

Matt Day – Present  
Paul Miller – Present  
Ken Oliver – Present  
John McAdoo – Present  
Matthew Silva – Present

Also Present at this meeting: Lieutenant Ben Rollicheck, Firefighter Tyler Troutman, and Firefighter/Paramedic Timothy Traudt  
Present on Zoom: Chief Ian O'Connor, Admin Cheryl Lashbrook, Ed Thoreson

### 5. **CHANGES TO THE AGENDA**

Add Item c under Staff Reports: Letter from citizen – Director Oliver  
Add Item d under Staff Reports: Main Station Plumbing – Paul Miller  
Add Correspondence per President Silva for future Minutes

### 6. **APPROVAL OF MINUTES OF THE REGULAR BOARD MEETING ON JULY 15, 2021, AND SPECIAL BOARD MEETING ON AUGUST 4, 2021,**

**Minutes from July 15, 2021, and August 4, 2021, approved and signed by consensus.**