SW Polk Fire District
Regular Meeting Minutes – October 16, 2025 – 15455 Salt Creek Rd. Dallas, OR 97338

Board Members Present	Board Members Absent
SW Polk Fire District Frank Pender Bob Davis (V) (ARC) Brad Weaver Jake Rosenbalm Tom Gilson	
	Administration Present
	Fred Hertel Sheila Peirce

Virtual- (V) Arrives after roll call- (ARC)

GENERAL BUSINESS		
Call to Order		Frank Pender opens the meeting at 6pm. SW Polk Fire District has a quorum of directors and will allow deliberation, decision making, and will take public comments per the posted agenda. The Pledge of Allegiance was recited during the regular board meeting.
Roll Call		Sheila Peirce called roll as delineated above.
Approval of Minutes	*Discussion/Action*	The board reviewed the minutes for September 11, 2025, Regular Meeting. **Motion** *Weaver* **Second** Gilson *I move to accept the proposed minutes as the official minutes of our regular board meeting on 09/11/2025.* **Motion Passes with yes vote from Weaver, Pender, Gilson and Rosenbalm. Bob absent from the vote**
Financial Report	*Discussion/Action*	The board reviewed September financials. **Motion** Gilson **Second** Weaver *I reviewed the September bank statements and financial reports, I move to approve the financials as presented.* **Motion Passes with yes vote from Weaver, Pender, Gilson and Rosenbalm. Bob absent from the vote**
Audience Participation		N/A
Old Business		N/A
New Business		
A. Assistance to Firefighters Grant	*Discussion/Action*	New grant for an auto load but with the Government shutting down Chief Hertel can't go onto the website and accept the award or get the amount we were awarded. It's between 150,000 to 171,000. Our match is 5%, $6,700.00. Stryker will hold the price of $151,000.00 if we sign tomorrow. If we don't sign the Docusign, then it will increase to $172,000.00. We do have time to back out of the deal if we need to.

		Motion Weaver **Second** Gilson *I move to accept the 2024 AFG award and give the Fire Chief direction and authority to perform all necessary tasks with Stryker.* **Motion Passes with yes vote from Weaver, Pender, Gilson and Rosenbalm. Bob absent from the vote**
B. Revisit April's Organizational Forecast	*Discussion/Action*	Jake brought this up at the last board meeting and wanted to discuss the fiscal considerations. In April 2024, the board discussed the staff report from Chief Magers about fiscal considerations and voted to implement the short-term items. The board also voted to go out for a levy in November which was an option on the long-term options. The medium-term options were to send a letter to Polk County requesting additional ASA and to create new charges for mutual aid and hospital wait times. We have created a policy but have not implemented it yet. Long-term is consider levy and reduce staffing by 1.5 FTE. Chief Hertel explained more about mutual aid and how many times we were called from the neighboring districts to help but then are canceled enroute. Rosenbalm voiced concern about charging for mutual aid. Gilson asked for clarification if the motion is to start the process of the new charges or to implement the charge for mutual aid. Chief Hertel said that the policy of the charges can be brought to the next board meeting. This motion is to put the system into motion to do it and push it forward. **Motion** Rosenbalm **Second** Weaver I move to make a motion to move forward with medium term one and two and directing the Chief to create a letter and bring back the letter to the board for approval prior to sending. **Motion Passes with yes vote from Weaver, Davis, Pender, Gilson and Rosenbalm.**
C. Public Records Policy	*Discussion*	The board reviewed the policies about public records. Rosenbalm wants to know if we have a schedule of fees for the district. Chief said all our fees are based on cost recovery fees from the OSFM mobilization plan. **Motion** Rosenbalm **Second** I make a motion that we change our public records, schedule fees or schedule fees to include 1/2-hour fee for public records requests or 100 pages or less in line with what the State of Oregon and other agencies are charging. **Motion dies for lack of a second.**
D. Internal Financial Debt	*Discussion/Action*	Chief asks to borrow from debt services to pay for October's payroll. He thinks that the amount would be $150,000.00. We are hoping to get conflag money back from California. **Motion** Davis **Second** Gilson

		I move to direct and authorize the Fire Chief to borrow up to $150,000.00 and replace debt service funds with the minimal amount to meet our financial needs to pay October's payroll. **Motion Passes with yes vote from Weaver, Davis, Pender, Gilson and Rosenbalm**
Chief's Report	Discussion	• Cybersecurity- Ultrex is working on .gov • Fackler Special Meeting executive session only on October 27th at 6pm. • Rosenbalm's questions from the last meeting addressed • Volunteers - 8 Response and 9 Fire Corp • ISO - submitted all the paperwork, and we are waiting to know what our new ISO rating • Annexation - We received back Weyerhauser paperwork on all their properties except for one. We are taking the next step in this process.
Director Comments	Discussion	
Meeting Adjournment		**Meeting adjourned at 7:25 pm**