

**MINUTES**  
**JEFFERSON RURAL FIRE PROTECTION DISTRICT**  
**BOARD OF DIRECTORS' BOARD MEETING**

Date: July 15, 2025 *Jefferson Fire Station - Jefferson, OR*

**CALL TO ORDER:** The meeting was called to order at 5:30 p.m. by Board Chair Nuss.

**FLAG SALUTE:** Board-Director led the Pledge of Allegiance.

**ATTENDANCE:** Director Robbins, Director Nuss, Director Knutson, Director Jones, Fire Chief Eckhardt, and Administrative Assistant Tammy Robbins, Logistics Supervisor Stephanie McClung, City Liaison Bob Rossiter (Absent: Training/Maintenance Officer Louis Gisler) Visitors: Jennifer Stanislaw, Misty Kastle, Haley Swift, Hudson Gould, and Dustin Ross

**REVISIONS TO AGENDA:** Director Nuss asked to add more detailed information regarding the approval of the resolution to the minutes. After a brief discussion the board agreed this would be a good idea. Chief Eckhardt stated this would not be revising the agenda; however, it would need to be added in the motion to approve the minutes with revisions.

**SWEARING IN OF NEWLY ELECTED DIRECTORS** – Director Jones swore in Director Tom Paresa and Director Dave Nuss.

**ELECTION OF OFFICERS** – Director Jones nominated Director Nuss to continue as President, seconded by Director Paresa; All in Favor. Director Knutson nominated Director Jones to continue as Vice President, seconded by Director Robbins; All in Favor. Director Jones nominated Director Knutson as Secretary/Treasurer, seconded by Director Robbins; All in Favor.

**APPROVAL OF MINUTES** – June 17, 2025 - Regular Board Meeting

**MINUTES:** Motion made to approve last meeting minutes with an attached addendum by Director Robbins, seconded by Director Jones. All in favor. Motion passed.

**FINANCIAL ASSETS** as of May 30, 2025

▪ Check Register Balance	\$ 80,451.80
▪ Local Government Inv. Pool	\$1,052,157.17
▪ Petty Cash	\$ 150.00
▪ Community Service Account	\$ 3,011.11
▪ <b>Total</b>	<b>\$1,135,770.08</b>

**Chief's Report:**

We have finished paying all the bills for the end of the fiscal year. We are just under \$900,000 for cash carry-over. We were able to replace the tires on the brush rig along with a few other things. We have already had to tap into the 2025-2026 maintenance budget for repairs on the Dodge and the 04 medic.

We are now in the design phase for the Seismic project. Every two weeks we meet with WRK, Griffin Construction, to go over plans. The building will look different. The old entrance by the bays with the covered awning will be gone and replacing T-11 siding, ambulance bays doors will be raised, new insulation and sheeting in the roof, new windows, remodeled kitchen and bathroom upstairs along with new flooring.

The upgrades will be more energy efficient. Director Robbins asked if we are within the budget. The chief stated the bid came back and we are within the budget for the grant. Director Robbins also asked if we were able to receive any funding for the extension of the bays. The Chief talked to Representative Cate and found out that we didn't receive any funds for that request. The contractor is planning on starting in January or February with the goal of completion to be before Hero's Day. During the remodel, staff will not be able to sleep here. We will be looking for temporary housing for them. Hero's day was successful, and we made \$1,600.00 for the volunteer association.

On July 9, we responded to multiple fire calls with other agencies along with still having staffing for our district. On a Wednesday afternoon that is very good. We staffed three engines, one tender, an ambulance and brush rig.

National night is on August 5. We will have a booth set up. City Liaison Bob Rossiter commented that the city is providing the food, and it will be catered this year.

On Sunday Louis Gisler was dispatched as a Task Force Leader to the Highland Fire in Prineville and they were moved to the Cram Fire Monday afternoon. He will be gone through the end of the week.

Our summertime staffing started July 4.

The Safer grant was submitted with Scio for over a million dollars over a 4-year period. We should know sometime in September whether we will receive it or not. The AFG grants haven't been awarded yet.

ISO Insurance Service offices contacted us, and they want to re-rate our district. They will send someone to go through the process, and we are hoping to lower our ISO rate due to the increased staffing, documented training, and no changes to dispatch or water system. Insurance companies use the rate for homeowners getting insurance. If a home is within 5 miles of a fire station the rate would be 5 or less. The lower the number is the best. Director Knutson stated if our rates are lower it would be good to inform our community. The community needs to know they assisted us in lowering the rate due to the passing levy.

The OFDDA conference is November 20-22 in Seaside. All rooms are reserved. We need to know who will be attending soon so if we need to cancel rooms, we can do that.

For October 21, 2025, the board meeting WHA is scheduled to do a class for Board Education. We will have a quick board meeting, provide dinner, and then have the training.

**CITY LIAISON:** Bob Rossiter clarified that National night out is scheduled for 5-7 p.m. at the City Hall. In September there will be major renovations to the old gas station for the new park. The groundwork will start, and water and sewer lines will be put in.

**VISITOR COMMENT:** President Nuss thanked all the firefighters who are working; and that he has had feedback from the community and how impressed they are with our professionalism and service.

**OLD BUSINESS:** None

**NEW BUSINESS:** None

**ALARMS:** Handed out at the meeting.

**GOOD OF THE ORDER/DIRECTOR'S COMMENTS** – President Nuss saw the card in the board report

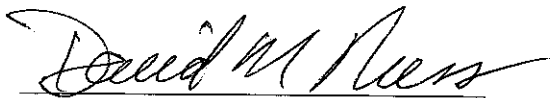
expressing kudos to our crews. That's always great to see.

**ACCOUNTS PAYABLE: TOTAL ACCOUNTS PAYABLE & PAYROLL-** The Accounts Payable and Projected Payroll for the month of May 30, 2025, is \$268,417.76; General Fund Payable-\$140,642.24, Payroll-\$127,775.52 Grant Fund Payable-\$0, Payroll-\$0, Equipment Reserve Fund-\$0

The Board reviewed the accounts payable. Motion by Director Knutson seconded by Director Robbins to pay the bills. All in favor. Motion carried.

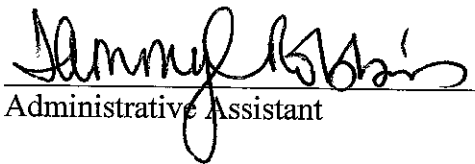
**AGENDA ITEMS FOR NEXT BOARD MEETING:** Setting dates for a Work Session in September to discuss future goals, apparatus replacement, and policies.

With no further business to be brought before the Board of Directors, it was moved by Director Robbins Jones seconded. to adjourn the meeting. All in favor. Motion carried. The meeting was adjourned at 6:29 p.m.



Board President

8/19/25 Date



Administrative Assistant