

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

Date: November 21, 2023

Jefferson Fire Station - Jefferson, OR

CALL TO ORDER: The meeting was called to order at 5:00 p.m. by Board-President Gonzalez.

FLAG SALUTE: Board-President Gonzalez led the Pledge of Allegiance.

*Kristen
Knutson*

ATTENDANCE: Director Jones, Director Gonzalez, and Director Robbins, Fire Chief Eckhardt, Tammy Robbins Administrative Assistant, Director Hoefler, and Logistics Supervisor Stephanie McClung (Absent: Training/Maintenance Officer, Louis Gisler) Visitors: None

REVISIONS TO AGENDA: Chief Eckhardt asked to add a (b) under new business titled OSFM Brush Rig.

APPROVAL OF MINUTES – October 17, 2023, Regular Board Meeting

MINUTES: Motion made by Director Jones, seconded by Director Hoefler, to approve the minutes as listed above. All in favor. Motion passed.

FINANCIAL ASSETS as of October 30, 2023

▪ Check Register Balance	\$ 176,001.00
▪ Local Government Inv. Pool	\$ 357,962.78
▪ Petty Cash	\$ 150.00
▪ Community Service Account	\$ 3,011.11
▪ Total	\$ 537,124.89

DIRECTOR'S RESEARCH GROUP REPORTS

FINANCE: (Director Gonzalez, Director Hoefler) – None

BUILDING & EQUIPMENT: (Director Jones and Director Robbins) – None

POLICY: (Director Knutson, Director Robbins) – None

GRANT: (Director Hoefler and Director Gonzalez) – None

Staff Report: Chief Eckhardt gave an update on events planned for December regarding the Holidays. There is a Holiday Craft Bazar at Jefferson High School on December 9. We will have an informational booth set up. On December 2 the community can come to Station 600 to have coffee with the Chief and decorate Christmas cookies. On Thursday, December 7, we will be having our Holiday Dinner Night Business Meeting. We were informed there is a time capsule underneath the bell outside the fire station. We have invited former volunteers to come for the grand opening of the capsule and enjoy a holiday dinner. On December 14, Santa and his helpers will be taking a tour through the town and stopping at different locations, along with a stop at Millersburg and Talbot Stations. Santa will be handing out candy canes. All these events will be posted around town and on our website and Facebook page.

He gave an update regarding the generator. The generator has been ordered and the contract was signed. The generator should be in the state in January or early February. We should see it around April.

CITY LIAISON: N/A

VISITOR COMMENT: None

OLD BUSINESS:

- a) Levy- Chief Eckhardt handed out a letter to all the Board members (handout attached) with several options of how to proceed from here. Although it's not official that the levy didn't pass, the numbers are reflecting this. There were several discussions regarding the options. No decisions were made at this time. The Chief stated that we have scheduled a few public meetings. Hopefully we will have community members attend and we can get an idea of how to proceed. The meetings are scheduled for January 3, 2024, at 10:00 a.m. and 7:00 p.m., January 8 at 7:00 p.m. at the Millersburg Station and January 9 at 7:00 p.m. at the Talbot Station. Everyone is encouraged to attend and spread the word. Chief Eckhardt will report back.

NEW BUSINESS:

- a) Resolution 2023-004 – Levi stated that this resolution is to accept unanticipated revenue to the General fund due to the generator grant that we were awarded. Director Gonzalez read Resolution 2023-004. Director Knutson made a motion to accept Resolution 2023-004 as is written, seconded by Director Robbins. All in Favor. Motion passed.

ALARMS: (sent out with the Board Reports) There was a comment we are currently behind in our total calls compared to last year at this time.

GOOD OF THE ORDER/DIRECTOR'S COMMENTS – Director Gonzalez wanted to clarify that the community center will be receiving the candy bags to hand out when Santa is there. Tammy and Chief stated they would make sure.

ACCOUNTS PAYABLE: TOTAL ACCOUNTS PAYABLE & PAYROLL- The Accounts Payable and Projected Payroll for the month of October 2023: \$119,871.43; General Fund Payable-\$39,981.57, Payroll-\$79,889.86 Grant Fund Payable-\$0, Payroll-\$0, Equipment Reserve Fund-\$0

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

Executive Session at 6:30 p.m. ORS 192.660 (2) (i) 192.660(8) to review and evaluate the performance of an officer, employee, or staff member. Director Gonzalez closed the executive session at 6:43.

Director Knutson made a motion to renew Chief Eckhardt's contract for three years, seconded by Director Jones. All in favor. Motion passed unanimously.

With no further business to be brought before the Board of Directors, it was moved by Director Knutson to adjourn the meeting. All in favor. Motion carried. The meeting was adjourned at 6:45 p.m.


Board President

Dec 19, 2023 Date

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Administrative Assistant