

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

Date: March 18, 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 Dave Jones led the Pledge of Allegiance.

ATTENDANCE: Director Jones, Director Robbins, Director Nuss, Director Knutson, Fire Chief Eckhardt, and Administrative Assistant Tammy Robbins, Training/Maintenance Officer Louis Gisler, Volunteer Firefighter Association President Angel Torres, Renee Gonzalez (Absent: City Liaison Bob Rossiter) Visitors: Bob and Rose Sheffield, Shannon Larson, Tom Paresa, Dulcey and Heath Pierce, and Alexis Williams

REVISIONS TO AGENDA: Presentation by Dulcey OFSOA President, presented Level 4 accreditation award to Tammy Robbins. Presentation and award by Chief to former board President Renee Gonzalez who resigned February 2025 via zoom.

APPROVAL OF MINUTES – February 18, 2025 - Regular Board Meeting

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

FINANCIAL ASSETS as of February 28, 2025

Check Register Balance	\$117,109.65	General Fund	\$1,350,029.81
Local Government Inv. Pool	\$1,401,551.43	Equipment Res.-AMB	\$14,412.49
Petty Cash	\$150.00	Equipment Res.-GEN	\$143,259.21
Community Service Account	\$3,011.11	Grant Fund	\$14,120.68
Total	\$1,521,822.19		\$1,521,822.19

DIRECTOR'S RESEARCH GROUP REPORTS

FINANCE: (Director Nuss) – Chair Nuss asked if the board would consider removing these groups. Since he has been on the board for approximately a year and there is very rarely a report. This is not something we have to have on the agenda. He asked the board to think about it and we will re-visit. Items from those groups can be added to the agenda if needed.

BUILDING & EQUIPMENT: (Director Jones and Director Robbins) –

POLICY: (Director Knutson, Director Robbins) –

GRANT: (Director Gonzalez) –

Staff Report: Chief Eckhardt

Tammy and I are working on the 25/26 budget. If there is anything you want to see on the budget let us know. The cost of living we will be using is 3% from the CPI for the Western Region. The 3% is what we will use in the budget across the board for everyone. There will still be a step increase for the employees who haven't reached the top of their pay scale. We will have an update next month.

The 24/25 budget is ending soon. Tammy is working on the forecasting and how much cash carryover we are hoping to have. There are a few big tickets items to finish this budget year. See list below:

- Replace tires on Engine 64 and maybe Brush 64
- New roof on Station 63 – We did Station 64 last year. It was approximately \$24,000
- Purchase 2 Computers
- Amplifier and speakers – These have been ordered. Not all areas in Station 60 have speakers. Everyone needs to be able to hear the tones go off throughout the buildings.
- A new recliner for Station 64. There are currently three people living at each station. Chair Nuss asked when the last time since all stations have been full. Tammy stated at least 10 years.
- Training room Chairs – if we are able, we would like to replace all these chairs. The current chairs are not holding up

Update on the Wildland Staffing grant – It's forecasted to get funded in April. We will be adding \$35,000 into the 25/26 budget. Chair Nuss asked if this was a state grant, and the Chief replied yes.

Homeless Person in Station – Chief reported that there was a new homeless person in town. Our back door was locked but not shut all the way. We had a TIC camera and one of our firefighters' Class B shirt went missing. When Rebecca came in last Monday, she noticed the kitchen table was messy and there were several empty plates in the refrigerator. On Tuesday this individual was approached by police officers at the gazebo across from the station. The officer noticed our badge on a shirt he had. The officer came to the station to ask us about the shirt, and at that time we told the officer we were missing a shirt and a TIC. They ended up finding the TIC and Shirt on this individual. He was arrested and charged with Burglary and theft in the second degree. We got him on camera entering the station at 9:40 Sunday night and leaving at 4:30 a.m. Monday morning. He was confined to the back office. The individual posted bail. Louis went to the arraignment today. Just waiting on trial now.

CMCG Information – We need to put together a committee to review the RFG's. CMCG is requesting approximately 5 people. There is a mandatory RFG meeting in April. The committee will review the RFG's that are submitted, score them, and take them to the board to vote. WRK wants us to interview and take all the necessary steps. Once we get a contractor on board WRK, Louis and Chief will start meeting weekly. The goal is to have this process wrapped up by April 2026. We have recently just paid WRK \$14,000 for the work they have done so far. We have received a reimbursement for the \$14,000 from the seismic grant. Chair Nuss clarified that we don't have to pay first to receive reimbursement.

Legislative Reception – Chief attended this reception at the Salem Convention Center. He talked to Jami Cate's assistance on how important state funding would be to increase our bay size. Hopefully we can get the funding for that. The Chief did speak to Marion County Commissioner Cameron regarding the radio project. Commissioner Cameron stated that he doesn't know if there will be fees at this time.

Today there was a Metcom meeting today. At this point the Project is still out, nothing has changed and there still could be a 2–6-million-dollar deficit. They don't even know if the grant source will be available. The Chief relayed the message to Metco regarding what the County Commissioner stated. Director Robbins commented that is why we didn't want to move forward because of the unknowns. The Chief stated South County is still looking at vendors and moving forward with the VHF upgrades.

CITY LIAISON: Absent

VISITOR COMMENT: Bob Sheffield commented on how interesting it is to hear about the Fire District business. He asked what the construction was for. The chief explained that we received a 2 million seismic grant. Tom Paresa stated he put his name on the ballot for position 4. Mike Hicks has decided not to run for the board position. He submitted a letter to withdraw his application from the board position.

OLD BUSINESS:

- a. Board and Budget Vacancy Elections – There are two vacant board positions. Position 1 and 4 Chair Nuss is on the ballot for position 1 and Tom for position 4. The Chief talked to Mike Hicks about the openings on the Budget committee and he is interested in serving on the Budget Committee. The other one is Anne Scholmer Lehoullier.

Director Robbins made a motion to accept Tom for position 1 and to accept two applications from Mike and Anne to be on the budget committee; seconded by Director Jones. All in Favor. Motion passed. Director Robbins stated that he appreciates their willingness to serve and run for positions.

NEW BUSINESS:

- a. Ordinance – Consideration of an ordinance adopting and amending fees for services. Chair Nuss commented this is for Ordinance 2025-001 to replace 2018-001 to update the service fees. Director Nuss read the entire ordinance. This is the first reading. This will be adopted next month on April 15, 2025, and the next board meeting. Chair Nuss recapped that the purpose of this ordinance is to help offset the cost of ambulance fees we are not receiving. Director Robbins also stated the Chief has done research and our fees are the lowest in our area.
- b. CMCG Contractor will put together a committee to review the RFP's and score. Robbins asked do we want a board member. The Chief stated last year we did. We need a committee of 3-4 to review the contract proposals. Chair Nuss explained the process and asked Tom, he said yes. Frank Ball will also be asked. Dewey reminded everyone that we cannot have three board members. On

ALARMS: (sent out with the Board Reports) Dave Nuss requested a breakdown of alarms and a reduced number of lines, the Chief reviewed the report that Rebecca put together. They would like bigger print. Dewey suggested half of the paper with just the summary. (right side of the page only) This is just a Different way to look at the information. We put this information into the state system then the state puts into the federal system to NFIRS. Chief has all those coded if you want to see.

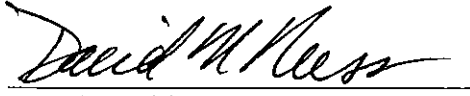
GOOD OF THE ORDER/DIRECTOR'S COMMENTS – Director Robbins stated there is more work on the CMCG seismic remodel it was great to get the updates. He also thanked Tom and said he has big shoes to fill. Chair Nuss commented that Tom will be sworn in next month.

Chair Nuss stated that he and Director Jones met with the Chief to discuss when they should have his review. He is proposing that next month we go into an executive session to discuss the process. It was agreed to do this. He commented that Chief's report at the Banquet was the best performance review.

ACCOUNTS PAYABLE: TOTAL ACCOUNTS PAYABLE & PAYROLL- The Accounts Payable and Projected Payroll for the month of February 28, 2025, is \$234,711.79; General Fund Payable-\$122,590.70, Payroll-\$112,121.09 Grant Fund Payable-\$0, Payroll-\$0, Equipment Reserve Fund-\$0

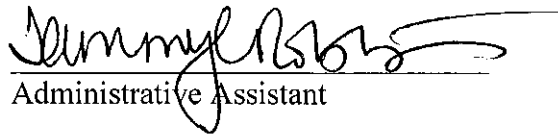
The Board reviewed the accounts payables. Motion by Director Robbins, seconded by Director Jones to pay the bills. All in favor. Motion carried.

With no further business to be brought before the Board of Directors, it was moved by Director Robbins, seconded by Director Jones, to adjourn the meeting. All in favor. Motion carried. The meeting was adjourned at 6:48 p.m.



Board President

4/15/2025 Date



Administrative Assistant