

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

Date: January 20, 2026, *Jefferson Fire Station - Jefferson, OR*

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

FLAG SALUTE: Director Knutson led the Pledge of Allegiance.

ATTENDANCE: Director Robbins, Director Nuss, Director Jones, Director Knutson, Fire Chief Eckhardt, and Administrative Assistant Tammy Robbins, Ambulance Logistics Supervisor Stephanie McClung, City Liaison Walt Perry (Absent: Director Paresa) Visitors: Misty Kastle, Evan McCullough, Daniel Fielder, and Dustin Ross

REVISIONS TO AGENDA: President Nuss commented that he has heard an interest from board members that aren't as familiar with the Fire District to learn more including himself. He stated that when he worked for the school district at their board meetings, they would have a Spotlight for Education. He wanted to add this to the agenda or for the good of the order.

APPROVAL OF MINUTES – December 16, 2025 - Regular Board Meeting

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

FINANCIAL ASSETS as of December 31, 2025

▪ Check Register Balance	\$ 90,634.20
▪ Local Government Inv. Pool	\$2,057,155.37
▪ Petty Cash	\$ 150.00
▪ Total	\$2,147,939.57

Chief's Report: Chief stated there was an issue with the 04 ambulance studs that hold the rear wheel. The studs broke off. No one was hurt and the wheel didn't come off. There was a problem with the wheel simulators and we put aluminum wheel. The wheels needed to be hub piloted and the wheels that were put on are stud piloted. The original type of wheel has been put back on. Director Robbins asked who did the work on this, he stated that type of wheel should not have been put on. Chief explained that Les Schwab is the one who completed the work and it was approved at the time by the former Chief. The Les Schwab mechanic stated that wheel could be used.

Chief talked to WRK regarding the Seismic project. The start time is delayed to approximately February 16th to either March 1st or middle of March. This is not on our part, WRK did not have the bid document ready to go. Director Knutson asked if we will still meet our goal for Hero's Day. Chief stated that it will be close but not sure if it will be completed by then.

The Grant is being submitted for the Talbot Station. WRK says we have a good shot at receiving this.

In 2025, the second out medic was dispatched 131 times. We responded to the majority of our second out medicals. We have only given a couple of calls away in the last 3 months and most of those were because we were already responding to two calls at that time. Our total calls were 1,320, which was a slight decrease, however 41 more transports than last year.

We will have a house burn on January 31, 2026, at 11:00 a.m. if you want to come and see.

We will be receiving a check for \$28,000 from Marion County for the government hazard mitigation grant. This was an agreement with the county. This is unanticipated revenue that we want to put back into Equipment Reserve when we receive it.

We made \$42,000 from the conflagration from the apparatus. Chief stated we would like to move some of that money to the apparatus fund. Director Robbins asked where the other money is going (some)? Chief clarified he wants to review revenue for this year before we commit the entire amount. These funds will be used to help pay for apparatus. Director Jones stated he likes the idea of putting the money back into the apparatus fund. There were no objections.

We will be starting the air pack maintenance, that must be done annually. The annual apparatus maintenance will start Feb/March and pump testing in April.

Everyone received a copy of the budget calendar. The calendar meets Oregon budget law. Chief asked if they want to have the budget meeting before or after board meeting. Right now, the time for the budget meeting is 6:00 p.m. Director Robbins suggested to start board meeting at 5:30, if that meeting isn't done at 6:00 we can recess the board meeting and start the budget meeting, then finish the board meeting. There were no objections.

CITY LIAISON: Walt reported that the city council approved legislative amendment for chapter 12 municipal code for the type of housing that will be built in a new subdivision. It's a type of residential housing ie; duplex and four plex. The planning commission worked on this 78-page document that will be adopted at this next city meeting. This is telling developers what they can and cannot do.

VISITOR COMMENT: Resident firefighter/EMT Evan McCullough introduced himself as the new Volunteer Firefighter Board President and volunteer firefighter Daniel Fielder as the Vice President. Evan stated they are excited to work with the board. He also commented that in February they will be buying two Conex boxes and there are some changes to their by-laws. There is a lot of irons in the fire right now.

OLD BUSINESS:

- a. Chief's Contract – President Nuss stated that he, Director Robbins, and the Chief met after the work session. There is a question of whether there is a need to change the review date or leave it alone. President Nuss doesn't feel there is a need to change the timeframe. The contract dates are from December 1 – November 30. We would like to review the month prior, sometime in October, if we stick to this schedule. At this time, we would only need to address salary and insurance. The contract states the chief would receive the approved cost of living for current budget year and a merit increase. Need to be thinking about this. President Nuss talked about increasing his salary to \$120,000. Director Robbins made a motion to move to discuss when we have a full board. Director Knutson stated she remembered stating that previously the contract was approved for a 5 percent merit increase and cost of living. Director Jones seconded. All in Favor. Motion passed. President Nuss did comment that he didn't believe the contract stated a merit increase. He would also like to have this completed by March. Tammy will email a copy of the contract and salary information from other Chiefs in our area.

- b. Civil Service – Chief stated the resolution was prepared by the attorney. The civil service rules were given out in December. The commission consists of Steve Orr, Aurora and Yesi. Chief would like to move forward with the commission. Director Robbins read the resolution. Director Jones made a motion to accept the resolution as read, seconded by Director Knutson. All in favor. Motion carried.
- c. Future – Chief reminded everyone about the next work session scheduled for February 10, 2026. He spoke with WRK and they are willing to attend the work session to discuss the idea of remodeling at our current location. There is no cost for this, of course if we wanted them to do CAD drawings there would be a cost for this. Director Robbins stated at this stage he didn't feel the board was not looking for anything like that at this time. President Nuss stated back in 2016 the cost was \$61,000 for two drawings, one for Station 600 and 630. He talked to Randy and asked for an approximate update for the cost to build in 2027 is 10 million. This doesn't include anything for street changes, water/sewer etc. He also stated we are just looking for a direction, after looking and gathering information. The board agrees until we have a direction we can't move forward.

NEW BUSINESS: President Nuss explained that once a month at the school board meetings an employee would give a short presentation regarding some type of educational topic. He asked the board if they thought it would be beneficial to incorporate something like this at our board meetings. It could be someone reporting on training, ambulance services etc. President Nuss stated it could be Stephanie reporting on things the Paramedics and EMT's perform, Misty to report on recruitment. These are just some ideas. Director Knutson stated she thinks this should be up to them if they want to do this. Their time is valuable; this isn't something that they would probably want to come in on their day off to report. Chief also stated he wouldn't want to pay overtime for this. Director Knutson would like to hear from the staff that were sitting in the audience if they felt comfortable. Director Robbins made a motion to have a monthly focus at the board meetings, seconded by Director Knutson. Director Knutson asked the staff what they thought. Stephanie commented that she does like to teach and sees value in this, however she would not want to do this on her day off as well. She can't speak to the rest of the staff. Chief stated if the board would like this added to the agenda, he said they would be happy to provide a monthly focus. President Nuss said the topics could be based on who's on shift and be scheduled out for a year so there is time to prepare. Director Knutson would like to hear from everyone on the staff and asked if the Chief could report at the next meeting after discussing it with the staff. President Nuss asked for a vote; Director Knutson abstain, Director Robbins nay, Director Jones and Nuss yay. Motion failed. The Chief will report at the next meeting after talking with the staff. It was mentioned that the presentation doesn't always have to be verbal.

ALARMS: (sent out with the Board Reports)

GOOD OF THE ORDER/DIRECTOR'S COMMENTS – Chief wanted to remind everyone that this Saturday is Super Souper fundraiser for the community center. President Nuss stated there are coupons that have been paid for from an anonymous donor to help with the raising money.

ACCOUNTS PAYABLE: TOTAL ACCOUNTS PAYABLE & PAYROLL- The Accounts Payable and Projected Payroll for the month of December 31, 2025, is \$229,611.08; General Fund Payable-\$91,635.35, Payroll-\$137,975.73 Grant Fund Payable-\$0, Payroll-\$0, Equipment Reserve Fund-\$0

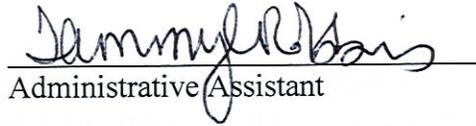
The Board reviewed the accounts payable. Motion by Director Jones seconded by Director Robbins to pay the bills. All in favor. Motion carried.

AGENDA ITEMS FOR NEXT BOARD MEETING: Future, Assign a budget officer, Monthly focus review and Chief's contract.

With no further business to be brought before the Board of Directors, it was moved by Director Robbins to adjourn the meeting seconded by Director Jones. All in favor. Motion carried. The meeting was adjourned at 6:30 p.m.



Board President



Administrative Assistant

7/17/20 Date