

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

Date: June 20,2023

Jefferson Fire Station - Jefferson, OR

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

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

ATTENDANCE: Director Jones, Director Gonzalez, and Director Linhart, Fire Chief Hendricks, Fire Chief Eckhardt, Tammy Robbins Administrative Assistant, and Director Hoefler. (Absent: Training/Maintenance Officer Louis Gisler) Visitors: Director Elect Dewey Robbins and Paul McCallum

REVISIONS TO AGENDA: Revised Agenda; added Generator under new business.

APPROVAL OF MINUTES – May 16, 2023, Regular Board Meeting & Budget Meeting

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

FINANCIAL ASSETS as of May 31, 2023

▪ Check Register Balance	\$ 103,173.14
▪ Local Government Inv. Pool	\$ 835,636.89
▪ Petty Cash	\$ 150.00
▪ Community Service Account	\$ 2,983.13
▪ Total	\$ 941,943.16

DIRECTOR'S RESEARCH GROUP REPORTS

FINANCE: (Director Gonzalez) – None

BUILDING & EQUIPMENT: (Director Jones and Director Hoefler) – Station 63 and 64 roofs have been completed. The 2020 medic was taken to the State Capital for Fire Firefighter Day. The medic wouldn't start when it was time to go. We found out the inverter has gone bad. The inverter is killing the batteries since it won't shut off. The part has just arrived. We are hoping this will fix the issue.

POLICY: (Director Gonzalez and Linhart) – None

GRANT: (Director Carter and Director Gonzalez) – Director Carter stated there are currently no new updates. She hasn't been able to get together with Melody. She and Director Gonzalez have met. Chief Eckhardt stated we applied for a grant through Siletz Indian Tribe for gym equipment.

Staff Report: Generator grant was approved. Tammy and Chief had their first kick off meeting. \$280,000 was awarded. Our portion to pay is \$28,000. The estimates were done in 2022. We anticipate the cost going up. We will also receive about 14,000 for administrative costs. The Chief also called the state and may receive funding towards our cost. We would like to move forward. One bid showing not receiving a generator in approximately 34 weeks.

Summertime help was awarded. We have filled the schedule for the summer months. We will have 7 day a week coverage from 10:00 a.m.-10:00 p.m. Thursday will be 11:00 a.m.-9:00 p.m. If we respond to a Conflagration the State would reimburse overtime.

Chief met with Jordan regarding the promotional video, toured the stations, and came up with a plan. He will start in Chief's office where Chief will talk about the district in general, Louis regarding training and calls, Stephanie Medic, and Station 63 resident program, volunteer program and mission of the district. They will end with ice cream at the market, which will help with marketing for the Santiam Market. The goal of the video is to promote the district, what we are, who we are, and what we do.

Director Carter commented that if we want to put another video out before the levy goes out, we should look at that now.

Hero's day is this Saturday. Breakfast starts at 7:00 a.m., cruise in, parade, and vendors will be here. You are all welcome to help or come. There will be a parade, you are welcome to ride in a truck if you want.

CITY LIAISON: None

VISITOR COMMENT: None

Open Budget Hearing – Adopt Resolution for Fiscal year 2023-2024 at 5:24 p.m. Director Jones read Resolution 2023-002.

OLD BUSINESS: None

NEW BUSINESS:

- a) Approval for levy for November election – Chief stated we talked about it at the budget meeting. We need to have directions from the board whether to move forward or not. We will need to have the information for the ballot by July 18. He has prepared the statement for the ballot. He has started Forms SEL 803, SEL 805, and Explanatory Statement. It's not a renewal levy because we are asking for more. Director Carter asked to add "tax" assessed in the message. Director Gonzalez made a motion to go out for a levy at \$.81 per thousand for fiscal year 2024 for fiscal year for 5 years. Seconded by Director Linhart. All in Favor. Motion approved.
- b) Ordinance No. 2018-001, Exhibit A 2023 Rate and Fee Schedule – Chief explained that back in 2018 the ordinance was changed regarding the fee, scheduling, and billing. Currently we must change Exhibit A to keep up with the fee schedule. The Fire Marshall bumped up the rates due to the cost of living. Exhibit A was updated to keep up with the rate and fee schedule. Director Gonzalez made a motion to approve Exhibit A with the new rate and fee schedule. Seconded by Director Knutson. All in Favor. Motion passed.

The Chief also explained the non-resident billing was updated on how we bill to include ambulance even if we don't transport. We will not double bill.

- c) Generator Grant – Chief asked for a motion that the board is willing to receive the grant money for the generator. When we receive the money, we will have to do a supplemental budget. Director Gonzalez moved to accept the grant for the generator. Once we receive the funding, we will do a supplemental budget along with moving forward to gathering bids etc. Seconded by Director Knutson. All in Favor. Motion passed.

At 5:51 p.m. Director Jones closed the budget hearing – Director Gonzalez moved to adopt Resolution 2023-002 for Fiscal year 2023-2024 Budget Resolution 2023-002. Seconded by Director Linhart. All in favor. Motion passed.

ALARMS: (sent out with the Board Reports) They were not included. We are down about 130 calls compared to last year at this time. We have been responding out of district to Turner area due frequently due to the fact they are down paramedics. They are only BLS.

GOOD OF THE ORDER/DIRECTOR'S COMMENTS – Director Gonzalez asked about signs up for Hero's Day. The Chief stated that it has been discussed but nothing has been done at this time. Director Linhart stated for the record he will not be here for Hero's Day due to a track meet.

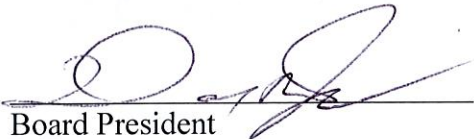
ACCOUNTS PAYABLE: TOTAL ACCOUNTS PAYABLE & PAYROLL- The Accounts Payable and Projected Payroll for the month of May 2023: \$137,920.16; General Fund Payable-\$53,509.94, Payroll-\$84,410.22 Grant Fund Payable-\$0, Payroll-\$0, Equipment Reserve Fund-\$0

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

Executive Session at 5:58 pm. ORS 192.660(2)(i) 192.660(8) to review and evaluate the performance of an officer, employee, or staff member. Director Jones closed the executive session at 6:12 p.m.

Director Linhart made a motion to award a 5 % increase to Chief Eckhardt in July 2023 and at the one-year anniversary there will not be an increase. Seconded by Director Gonzalez. All in Favor. Motion passed.

With no further business to be brought before the Board of Directors, it was moved by Director Gonzalez to adjourn the meeting. All in favor. Motion carried. The meeting was adjourned at 6:13 p.m.


Board President


Administrative Assistant

7-20-23 Date