

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

Date: August 15, 2023

*Jefferson Fire Station - Jefferson, OR*

**CALL TO ORDER:** The meeting was called to order at 6:03 p.m. by Board-President Gonzalez.

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

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

**REVISIONS TO AGENDA:** None

**APPROVAL OF MINUTES** – July 18, 2023, Regular Board Meeting

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

**FINANCIAL ASSETS** as of July 31, 2023

▪ Check Register Balance	\$ 93,930.04
▪ Local Government Inv. Pool	\$ 717,986.52
▪ Petty Cash	\$ 150.00
▪ Community Service Account	\$ 3,011.11
▪ <b>Total</b>	<b>\$ 815,077.67</b>

**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) – Director Hoefler stated that there is a meeting scheduled with Pat McCall next week. The meeting will be about research and grant writing.

**Staff Report:** Chief commented that we responded to a fire on Conser Rd. where a shop was fully engulfed in flames. There were lots of equipment in the shop. The crews did a great job getting the fire under control. Firefighter Torres was first on scene and called for a 2<sup>nd</sup> alarm quickly. Turner, Scio and Albany all responded.

Our summertime help has been a great help. We have had multiple fires almost every week and have had quick response despite that at week ago we sent to firefighters to a Conflagration. On Saturday we were asked to be on standby for the Lane County fire. On Sunday, they activated us. We sent two firefighters with Brush 63.

We attended two public awareness meetings to discuss fire and defensible space etc. One meeting was at

Brawley Farms and the other was in the community of Woodland Road off Valley View. They were well received and were very productive. We have had two members from those meetings that have asked to volunteer in a Support Team capacity.

Last Tuesday the Chief attended a presentation with Aaron West to answer questions from local non-profit groups needing assistance, homelessness and medical issues within our community. They are going to work on protocols if they have an issue that comes in.

Chief and Louis met with Pacific Power to work on a proposal for the changes needed for the generator. The base for the generator came in at \$280,000. We are approximately \$30,000-\$40,000 under budget. We will be going back to the state to ask for more money.

The Chief commented that the promotional video is completed. There are two different versions one with bullets and one without. The Chief showed the video to the Board.

The crews are doing a great job. We have had some major accidents this past weekend.

We had a defibrillator malfunction. We contacted the service provider and have been informed the circuit board will need to be replaced for approximately \$11,000. They are refurbished machines, and the parts are most likely not available. We will be getting a loaner machine while they figure out if there are even parts available. Stryker is the company that has the machines, and the cost for a new one is \$45,000. There are different purchasing options. We may be requesting more money depending on the information we receive.

We didn't receive the grant from the Siletz tribe for the gym equipment. The grant opened again, and we reapplied. We did hear that Stayton was awarded the AFG and is getting new air packs.

We have hired Melody to upgrade our website with the money from our fire recruitment account.

**CITY LIAISON:** None

**VISITOR COMMENT:** None

**OLD BUSINESS:**

- a) Levy Update – Levi passed out two handouts; the first one is “Talking points”. This is not a final document; the document was from the last levy. There has been some new information added and a few revisions. Please review and let Chief know if you have any questions or additions. Director Hoefler asked how much we get now. We receive \$1.195 (permanent rate) and .38 (local option levy) for a total of \$1.5755. We are asking for a .43 increase to the existing levy for a total of \$2.0055. The Chief also passed out a sheet showing all the rates for surrounding areas. Permanent rates along with local option or bonds.

Director Hoefler likes the bullet points with the facilities and maintenance. She would like to see highlights of a bit more and to expand on the earthquake standards. She also commented about maybe showing priority calls and what they are. The Chief stated that “The pack” for the levy is going to put out a flyer with this information. The pack is currently started and working on things.

Director Hoefler stated that the locals in the Dever Conner area meet, and she could attend one of their meetings to talk with them. Could also be a good time to attend and talk to them about hazelnut tree fire safety.

The Chief stated that Form 805 went into the county, no one challenged it for the week. Form 803 also went into the county. All is good for the ballot.

The Chief did some research and commented that we have 5,000 registered voters in Jefferson (Marion County only) and we have 9,000 residents. This does not include Linn County.

**NEW BUSINESS:**

Director Gonzalez asked about the Lifeflight report that was in the handouts. Tammy explained the report came after the board reports went out. This is something that's in the packet showing how many people signed up for Fire Med. The numbers appear to be down. There was some discussion about looking at who hasn't renewed and whether sending out an email to those individuals would help. There is some confusion when the renewal goes out, people don't realize it's for Fire Med. The Chief will talk with Rebecca who manages this program.


**ALARMS:** (sent out with the Board Reports)

**GOOD OF THE ORDER/DIRECTOR'S COMMENTS** – Reminder that the annual picnic is coming up on September 1<sup>st</sup> and if you are planning on attending, please RSVP to Rebecca.

**ACCOUNTS PAYABLE: TOTAL ACCOUNTS PAYABLE & PAYROLL-** The Accounts Payable and Projected Payroll for the month of July 2023: \$157,494.99; General Fund Payable-\$36,807.19, Payroll-\$120,687.80 Grant Fund Payable-\$0, Payroll-\$0, Equipment Reserve Fund-\$0

The Board reviewed the accounts payable. Motion by Director Jones seconded by Director Hoefer 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 Knutson to adjourn the meeting. All in favor. Motion carried. The meeting was adjourned at 6:15 p.m.

  
Board President

  
Administrative Assistant

9/19/23 Date