

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

Date: April 15, 2025, *Jefferson Fire Station - Jefferson, OR*

**CALL TO ORDER:** The meeting was called to order at 5:44 p.m. by Board President Nuss.

**FLAG SALUTE:** Director Robbins led the Pledge of Allegiance.

**ATTENDANCE:** Director Jones, Director Robbins, Director Nuss, Director Knutson, Fire Chief Eckhardt, Administrative Assistant Tammy Robbins, and City Liaison Bob Rossiter (Absent: Division Chief Louis Gisler)  
Visitors: Jeff Holland, Angel Torres, Shannon Larsen, Toni Halvardson, and Dustin Ross

**REVISIONS TO AGENDA:** None

**APPROVAL OF MINUTES** – March 18, 2025 - Regular Board Meeting

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

**FINANCIAL ASSETS** as of March 31, 2025

▪ Check Register Balance	\$ 49,342.99
▪ Local Government Inv. Pool	\$1,359,886.90
▪ Petty Cash	\$ 150.00
▪ Community Service Account	\$ 3,011.11
▪ <b>Total</b>	<b>\$1,412,391.00</b>

**Chief's Report:**

The 2025-2026 budget has been put together and Tammy and I are still working on a few things i.e., cost of living by looking at the western cpi, State of Oregon, other nearby districts, and coming up with an average. Board President Nuss would like to see us use the same format (calculation) each year to determine the cost of living. Director Robbins clarified our process based on the monthly percentages. Board President Nuss is concerned about the rate being subjective based on how the rate was calculated. Director Robbins asked if we have a policy. The Chief stated yes. The policy states wage compensation is at the suggestion of the Fire Chief based on items listed above. Board President Nuss would like us to have a set way of how we come up with the cost of living and be more objective. Director Robbins suggested using the 3 percent for this budget year and next year look at the policy. The board agreed to use the 3 percent.

Our base pay for the shift staff positions is less than the other neighboring districts that are about the same size as us. We are bumping up the base pay to \$55,000 to start. By doing this it changes the entire pay scale. If we do this the staff in those positions will agree to stay at their current step for this budget. (see exhibit A and B)

We have a huge increase in PERS for next year's budget. There was a pool of money to pay back the unfunded liability. The money is no longer there. See the increases:

Tier 1&2	Current – 10.67%	New - 34.75%
OPSRP Gen	Current – 5.96%	New – 25.03%
OPSRP Fire	Current – 10.75%	New – 30.30%

We have accounted for this increase. We went from \$161,369.38 to \$322,281.83 for that line item. We don't have control over this. However, in the next two years we shouldn't see this kind of increase again. Some agencies are even paying higher. Now, for the retirees who come back to work they can now work as many hours as they want but the unfunded liability must be paid. Board President Nuss commented on how the benefits are 100 percent more than wages for some.

Currently our unappropriated ending fund is \$200,000 and we are increasing this to \$400,000 with our contingency fund will be \$500,000 to get us from July to November.

We are going to add \$100,000 to the Equipment Reserve fund. \$75,000 will be for the new medic unit and \$25,000 will go to the fund. The \$25,000 will come from the CA fire reimbursement. We would like to budget to replace the suburban. Board President Nuss asked if the goal is to buy new or slightly new. Chief stated low miles and color of paint are things to consider. We are also looking into State Bid. Board President Nuss and I talked about the projected date of completion for the ambulance is the 4th quarter of 2026. We may have to go to the bank to borrow the money or to the ER fund and get a loan to pay it off.

Our budget is over 2 million because of the Seismic grant. The CMCG group met and there are 8 contractors who have submitted an RFP. They must be read and scored by next Tuesday.

There were a few more meetings regarding the radio project. There are no changes.

The budget meeting will be on May 20, 2025. The same night as our board meeting. We would like to have the start time as 6:30. This would be after the 5:30 board meeting. Everyone was in favor. There will be treats.

We had a structure fire on Friday. It was a double wide mobile home and when we arrived  $\frac{3}{4}$  of the structure was in flames. Our crew had it out within 10 minutes of arrival. We had 13 people from our station respond on a Friday afternoon. This was a great response, especially on a Friday night.

The Oregon State Fire Marshall has funding for the wildland staffing grant. We applied for this; we still haven't received anything; however, we should be receiving a contract soon. We did account for the \$35,000 for this year's budget.

**CITY LIAISON:** Bob Rossiter reported that the new subdivision is working on federal water regulations. There is still grass on the property currently. The contractors want to do a different style of housing. They are looking at townhouses or tiny houses, researching some of these ideas. Director Robbins asked if there were any other types and if they were still wood frames? Bob stated yes, they are wood frames just different styles of houses and possibly different lot sizes. They would prefer ownership rather than rentals.

**VISITOR COMMENT:** None

#### **OLD BUSINESS:**

- a. Ordinance – Consideration of an ordinance adopting and amending fees for services. (Copies of the ordinance are available at the office of the District Board at 189 N Main Street, Jefferson, OR 97352. Board President Nuss stated it is time for the second reading, however, found the ordinance that states if

the board approves, he can read the title only. Director Jones made a motion to read the title only, seconded by Director Knutson. All in favor. Motion approved. Board President read the title of the above referenced Ordinance 2025-001. He explained the ordinance impacts the community and that is why we have second reading. If approved, within 30 days the fees will go into effect. Director Robbins made a motion to accept the ordinance as was read, seconded by Director Knutson. All in Favor. Motion passed.

**NEW BUSINESS:**

- a. Swearing in of Tom Paresa as a Board Member – This will be postponed until the May 20, 2025, meeting. Tom Paresa was in attendance via telephone.

**ALARMS:** (sent out with the Board Reports) Board President Nuss asked if anyone had any comments regarding the new reports? The consensus was positive and everyone liked them.

**GOOD OF THE ORDER/DIRECTOR'S COMMENTS** – Director Robbins thanking Tom for his willingness to volunteer.

**ACCOUNTS PAYABLE: TOTAL ACCOUNTS PAYABLE & PAYROLL-** The Accounts Payable and Projected Payroll for the month of March 31, 2025, is \$181,436.61; General Fund Payable-\$80,562.61, Payroll-\$100,874.08 Grant Fund Payable-\$0, Payroll-\$0, Equipment Reserve Fund-\$0

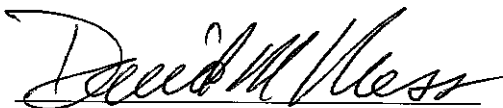
The Board reviewed the accounts payable. Motion by Director Jones seconded by Director Knutson to pay the bills. All in favor. Motion carried.

**AGENDA ITEMS FOR NEXT MEETING** – None. Director Jones will not be at the next meeting.

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

Board President called to order the Executive Session – ORS 162.660(2)(i) To review and evaluate the performance of an officer, employee, or staff member if the person does not request and open the meeting at 6:33 p.m.

At 7:07 the Executive Session was closed with no votes taken.

  
Board President  
5/20/25 Date

  
Administrative Assistant