

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

Date: October 21, 2025 *Jefferson Fire Station - Jefferson, OR*

**CALL TO ORDER:** The meeting was called to order at 5:33 p.m. by Board President Nuss.

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

**ATTENDANCE:** Director Nuss, Director Robbins, Director Knutson, Fire Chief Eckhardt. Administrative Assistant Support Rebecca Mangrum Visitors: Shannon Larsen and City Liaison Walt Perry (Absent: Administrative Assistant Tammy Robbins, Director Paresa, and Director Jones)

**REVISIONS TO AGENDA:** None

**APPROVAL OF MINUTES** – September 16, 2025 - Regular Board Meeting

**MINUTES:** Motion made to approve last meeting minutes September 16<sup>th</sup>, 2025, and work session September 9<sup>th</sup> 2025 by Director Knutson, seconded by Director Robbins, to approve the minutes as listed above. All in favor. Motion passed.

**FINANCIAL ASSETS** as of September 30, 2025

▪ Check Register Balance	\$ 112,523.03
▪ Local Government Inv. Pool	\$ 702,455.19
▪ Petty Cash	\$ 150.00
▪ <b>Total</b>	<b>\$ 815,128.22</b>

Chief's Report:

We went to JBC a couple weeks ago for fire prevention. Clover ridge was scheduled today for fire prevention. Shannon Larsen is working with the Jefferson school to put on a fire prevention class.

The Seismic project is meeting this Thursday. We are at the 90% mark. We are trying to get the apparatus bay a metal roof. The only way to get a warranty is to add 0.5% of slope. To get that they would have to raise it or we will have to go with a membrane roof to get a warranty. There should be no eliminations or reductions at this time. We are looking at putting in some solar tubes to help bring in light upstairs.

We had our third First Aid class for the school. 5 people showed up.

Our water tender went to the Moon fire on Sunday and got back Monday. The crew provided structural protection.

October 31<sup>st</sup> is our last day for wildland summer staffing.

The Pumpkin Festival was last weekend, which we had Trunk or Treat from 3:00 p.m. – 4:00 p.m. We had three emergencies during the event.

On Halloween we will be out driving apparatus and handing out candy and light sticks. We will also have a crew at trunk or treat.

The Jefferson grade school trunk of treat is this Friday.

Last Friday, Angel and Stephanie were presented with an award from the American Legion, Post 10. Angel Torres received firefighter of the year, and Stephanie McClung received the medical award.

Jefferson High School- Last year we tried to start a fire club with the high school. This Thursday, we will start the fire club. It's 10 weeks for an hour every Thursday after school. They will get to wear approved PPE and will get familiar with extrication tools, intubations, IV skills and pulling hose. The shift crews are excited to have the club here participating.

There is a meeting with WRK after board meeting tonight in which we will be looking at the Seismic Grant for Station 64.

**CITY LIAISON:** We welcomed Walt Perry as our new City Liaison. He advises that one of cities' biggest concerns is the planning commission, regarding volunteers and longevity of those volunteers. The spots are filling up, and another applicant is coming on. We were down two counselors and now those positions are full. As always, the city is interested in what is going on with the fire district. We are excited to see the rehab of the fire district. Meanwhile the city will be upgrading Main St and Hazel St to Union St. It's amazing how much social traffic we get in this area.

**VISITOR COMMENT:** No comments from visitors.

**OLD BUSINESS:** Path Forward- Chief Eckhardt spoke with SDAO and will meet with George Dunkle and Director Nuss to get a picture of what we are looking at. Then he will come and give us a price for consulting groups.

**NEW BUSINESS:**

Director Nuss advised the Chiefs evaluation is in November. Director Nuss suggests setting a goal and then Chief Eckhardt will explain what he has done to meet the goal. The board will get together to discuss if he met the goals. We would go into executive session after the board meeting.

**ALARMS:** (sent out with the Board Reports) Chief Eckhardt explains that we are a little behind on alarms, however we are ahead by 31 transports. Discussion made.

**GOOD OF THE ORDER/DIRECTOR'S COMMENTS –**

Director Knutson advises she saw an ad from a company that stated, you can purchase and sell fire apparatus and receive a warranty with the purchase. Director Knutson also advises that perspective may play a role in the community as well. The people that live around this area know how busy the fire station is because they see and hear the sirens more, but on the other side of town they have no idea when the apparatus goes on calls. Director Robbins also adds that it's different when the public wants it, opposed to needing it.

**ACCOUNTS PAYABLE: TOTAL ACCOUNTS PAYABLE & PAYROLL-** The Accounts Payable and Projected Payroll for the month of September 30, 2025, is \$315,911.78 General Fund Payable-\$157,162, Payroll-\$158,749.73, Grant Fund Payable-\$0, Payroll-\$0, Equipment Reserve Fund-\$0

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



**AGENDA ITEMS FOR NEXT BOARD MEETING:**

Chief Eckhardt advises he will have the chiefs review done in the next couple weeks. Director Robbins advises we just need to have good clear communication. Director Knutson adds make sure we have constructive comments. Next meeting we will go into executive session. Anything decided will be brought to the next meeting.

With no further business to be brought before the Board of Directors, it was moved by Director Robbins, seconded by Kristin Knutson to adjourn the meeting. All in favor. Motion carried. The meeting was adjourned at 6:20 p.m.



Board President



Administrative Assistant

11/18/25 Date