

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

Date: December 17, 2024 *Jefferson Fire Station - Jefferson, OR*

**CALL TO ORDER:** The meeting was called to order at 5:30 p.m. by Director Jones.

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

**ATTENDANCE:** Director Jones, Director Robbins, Director Nuss, Director Knutson, Fire Chief Eckhardt, Administrative Assistant Tammy Robbins and Logistics Supervisor Stephanie McClung (Absent: Director Gonzalez, and Training/Maintenance Officer Louis Gisler) Visitors: None

**REVISIONS TO AGENDA:** None

**APPROVAL OF MINUTES** – November 19, 2024 - Regular Board Meeting

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

**FINANCIAL ASSETS** as of November 30, 2024

▪ Check Register Balance	\$ 91,995.97
▪ Local Government Inv. Pool	\$ 1,042,227.26
▪ Petty Cash	\$ 150.00
▪ Community Service Account	\$ 3,011.11
▪ <b>Total</b>	<b>\$ 1,137,384.34</b>

**DIRECTOR'S RESEARCH GROUP REPORTS**

**FINANCE:** (Director Gonzalez) – Chief Eckhardt stated the Audit is complete and everyone should have a copy. The segregation of duties is still an issue. He talked to the Auditor about this and our process and how the bills are opened by Tammy, put together by Rebecca and Chief Eckhardt reviews them all. They are still stating this is an issue. Director Nuss asked about where we overspent on a line item. The Chief explained that it was two payments that came out in July creating the over expenditure. The Auditors saw it and said it was okay.

**BUILDING & EQUIPMENT:** (Director Jones and Director Robbins) – Chief commented that the down spouts at Station 64 have been repaired.

**POLICY:** (Director Knutson, Director Robbins) – None

**GRANT:** (Director Gonzalez) – The Chief explained that he is working on the AFG grant. It's being reviewed right now. He will submit it on Thursday. The Safer Grant might come out the first of the year, especially since the AFG grant was early.

Chief White, Chief Eckhardt, and Chelsea Chavez are going back out to renew for the Recruitment and Retention Grant. Included in this grant is structure gear, training, recruitment and retention employees, and send volunteers to conference. The notice of funding hasn't come out yet. He would like to proceed with applying for the Safer Grant. Director Robbins asked, "If we don't get it what happens". Chelsea Chavez would go back to what she was doing. The recruitment would still go on.

**Chief's Report:** PERS is recalculated every other year. We received our contributions rates for 2025-2027. In the past few years, we have had a surplus of 17.8 percent. This is gone now. Our rates will be increasing approximately 25 -35%. This will affect our next year's budget cycle. We are already starting to look at this.

GEMT money is when we get reimbursed from the Federal and State funding FFS (Fee for Service) and CCO (Medicaid Coordinated Care Other). We complete a cost for service report of what we spend to run a transport. This is compared to how much Medicaid paid us. This year we had 5 transports that fit under this report. After the fees to Oregon Health Authority are taken out, we should be receiving approximately \$9,000 in GEMT money. The report is for 2024. Oregon Fire Chiefs met with Oregon Health Authority regarding their fees and are not happy about this. If you want to help, it would be great if you would write or e-mail our State Rep, Jamie Kate. She is aware of the issue.

Ambulance rates haven't been raised in two years. Our current rates are \$1,800 for Advanced Life Support. Starting in January 2025, Albany and Lebanon are going to raise their rates to \$2,200. Marion County Fire District 1, Salem and Keizer rates are \$2,409. We would like to propose to the board a rate increase of \$2,200 - \$2,400 to reflect what other surrounding districts are charging. This would be an approximate \$50,000-70,000 increase for the year. Director Jones asked that we table this and re-visit in January 2025. The board would like a paper showing all the rates in the surrounding districts. Director Robbins asked what we must do to increase the rates. The Chief advised we can update the fee schedule since there is no ordinance needed. The Chief will be meeting with the Chiefs from Turner and Lyons in January 2025. Director Robbins stated since we just passed the levy, we might have people upset if we raise the rates. If they have FireMed, this won't affect them. We aren't losing money on Fire Med. The cost for ambulance service has gone up. We do have the ability to write off a bill if we need to. Director Robbins did state that it's always good to stay competitive with other areas.

We got the request from Representative Kate asking for money to move the bays 6 feet. There is no issue with the City. It's approximately \$400,000 with our engineering company. We would like to move forward with asking her for the money. She has stated \$400,000 is a small figure. The state will pay for this, it won't cost us. Director Robbins asked about taking it out further. The Chief explained that if we change the footprint, it could cost us.

We have a build number on our new medic unit. We did put a post on Facebook updating the community of what's happening. Director Nuss asked if there was a live feed to watch the progression. Stephanie McClung stated they do have progression pictures.

We have an Audit by Saif in January 2025. We switched from SDAO to Saif. This is supposed to be a friendly audit to make sure we are reporting correctly. The only concern might be they will want to charge for wildland.

Medicare survey is done and submitted. State Training is on February 18, night of board meeting. We will need to decide when we will hold our meeting.

The 2020 medic door was damaged. It's fixed and back in service now.

We have two new residents; one will be at Station 63 and one at Station 64. One is a Firefighter/EMT from Chemeketa. The other one is starting Firefighter academy.

We have received \$1,129,490 million from Marion County, \$407,617 from Linn County so far. Our current interest rate for our LGIP is 4.99%.

**CITY LIAISON:** N/A

**VISITOR COMMENT:** None

Director Jones called to order the Joint Meeting of the District Board of Directors and Local Contract Review Board at 6:20 p.m.

**PUBLIC HEARING**

Open Joint Public Hearing regarding Resolution 2024-006 Exempting the Main Fire Station Seismic Rehabilitation Project from Competitive Bidding Requirements and Directing the use of an RFP and CM/GC Alternative Contracting methods. The Chief explained that CM/GC will allow us to bring on the contractor now. The contractor would work with the engineer and help keep us on track. We should save more money up front.

- i. The Board will hear public comments on the district's draft findings supporting the exemptions, then the chair will close the hearing. Director Jones asked if we have received any public comments. Chief stated no we haven't. Chief Eckhardt read resolution 2024-006. 6:24 p.m.

**RESOLUTION 2024-006** – Joint Resolution of the District board and Local Contract Review Board Exempting the Main Fire Station Seismic Rehabilitation Project from Competitive Bidding Requirements and Directing the Use of and RFP and CM/GC Alternative Contracting Methods (Staff Report by Fire Chief)

Director Knutson made a motion to adopt Resolution 2024-006, seconded by Director Nuss. All in Favor. Motion passed unanimously.

Public Hearing resolutions 2024-006 ended at 6:31 pm.

**OLD BUSINESS:** None

**NEW BUSINESS:**

- a. Oregon Paid Leave – Chief Eckhardt stated that in 2021 Oregon adopted the Oregon Paid Leave. This is 1 % of gross earnings that need to be reported and paid to the OPL. 60% is supposed to be covered by the employer and 40% by the employees. Back in 2021 the board agreed to pick up the employee portion. The total payment is submitted to the program. The payments are not taken out of employees' checks. We were informed this should be going through PERS. The Chief proposed a .5 percent pay raise and then we would take out the 40% employee portion out of their paychecks. After much discussion the Board decided not to make any changes.
- b. Heating/AC for Station Gym – Chief Eckhardt stated the furnace in the old city hall building is no good. We have the water turnout washer and the workout gym. We need a heater to keep the pipes from freezing and the gym usable. We received a bid of \$4,800 for a ductless unit. Director Nuss made a motion to purchase, and installation of the unit recommended by Chief, seconded by Director Robbins. All in favor. Motion Passed.

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

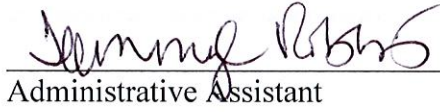
**GOOD OF THE ORDER/DIRECTOR'S COMMENTS** – Director Nuss commented about the parade. His neighbors didn't know about it. We were not in charge of this. There were flyers posted on FB. Cookies with the chief was a lot of fun but not as many kids showed up.

**ACCOUNTS PAYABLE: TOTAL ACCOUNTS PAYABLE & PAYROLL**- The Accounts Payable and Projected Payroll for the month of November 30, 2024, is \$160,415.54; General Fund Payable-\$49,563.19, Payroll-\$110,852.35 Grant Fund Payable-\$0, Payroll-\$0, Equipment Reserve Fund-\$0

The Board reviewed the accounts payable. Motion by Director Robbins seconded by Director Nuss 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 Nuss to adjourn the meeting. All in favor. Motion carried. The meeting was adjourned at 6:54 p.m.

  
Board President

  
Administrative Assistant

11/21/2024 Date