

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

Date: August 20, 2024

*Jefferson Fire Station - Jefferson, OR*

**CALL TO ORDER:** The meeting was called to order at 5:32 p.m. by Board-President Gonzalez.

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

**ATTENDANCE:** Director Jones, Director Gonzalez, Director Nuss, Director Robbins (by phone), Fire Chief Eckhardt, and Administrative Support Rebecca Mangrum. Visitors: Bob Rossiter, and Chelsea Chavez.  
**Absent:** Tammy Robbins Administrative Assistant

**REVISIONS TO AGENDA:** None

**APPROVAL OF MINUTES** – July 16, 2024, Regular Board Meeting

**MINUTES:** Director Nuss advised to make corrections to Financial Assets. Director Gonzalez explains the Checkbook Register Balance is incorrect. It is decided that after the Financial Assets are corrected, the minutes for July 16, 2024, are approved.

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

**FINANCIAL ASSETS** as of July 31, 2024

▪ Check Register Balance	\$238,402.11
▪ Local Government Inv. Pool	\$567,747.71
▪ Petty Cash	\$ 150.00
▪ Community Service Account	\$ 3,011.11
▪ <b>Total</b>	<b>\$809,310.93</b>

**DIRECTOR'S RESEARCH GROUP REPORTS**

**FINANCE:** (Director Gonzalez) – Chief Eckhardt advises there is a pre-audit letter in the board packet.

**BUILDING & EQUIPMENT:** (Director Jones and Director Robbins) -None

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

**GRANT:** (Director Gonzalez) – None

**STAFF REPORT:**

Chief Eckhardt explains Mark Spross passed away unexpectedly. He was the director of Metcom 911 whom is our 911 dispatch center. Anybody can attend the funeral in September. We will send flowers to the funeral home. Chief Eckhardt will be attending.

We received our OSFM brush vehicle. We were able to put it in service after a few modifications and tools

were added. We have already taken it out on a Conflag. The alignment was off and has been fixed. We also found the vehicle will shut down after 30 minutes of idle time. Ford was able to reprogram so it doesn't shut off. Director Jones asked if we had to provide radios to which Chief Eckhardt responded "yes". Director Nuss asks about ownership of the vehicle after three years. Chief Eckhardt explains that there is no set contract on when it will become ours. We will get reimbursed for maintenance. We currently own B63 and B64.

The generator is in. It hasn't been turned on yet. A new electrical panel was set up and everything is working great. We are now running off one meter for both buildings. CAT will be out next week to test out the generator. We will make the final payment to CAT and get reimbursed.

Wildland staffing is going well. The district is still able to maintain two members, 7 days a week. City of Jefferson have partnered with us on painting hydrants around town. The City of Jefferson bought the supplies and were providing the manpower to paint.

The Talbot Station 64 roof has been completed.

For the Seismic grant we are still working with SDAO trying to get someone to respond with a main contact so we can get it started.

We have been on a total of three conflags this summer. For one fire we sent Louis as a Task Force Leader, and for two other fires we sent brush apparatus.

We are working with Braun NW for the ambulance. We have some changes we would like to make to the new medic from the 2020 ambulance, then go out for bid. Dodge chassis are available but may cost more. We will have Medix here next week to show us their product.

On Daily Dispatch there were some apparatuses listed at bid. One is a Tahoe with emergency lights, the other is a Chevy Malibu. Chief Eckhardt advises the minimum bid is \$2500 each, we bid for \$3,000 each. We would use the Chevy Tahoe as a Suburban replacement. Bids close on the August 29<sup>th</sup> and we may raise the bid on the Chevy Tahoe. Director Nuss questions if we would purchase through Equipment Reserve, Chief responds "Yes."

Jamie Cate will be meeting here at the fire station on September 19<sup>th</sup>. We will be talking to her about funding for the ambulance, lack of reimbursements for transports, and funding in general for the fire stations. Any board members are welcome to be here on this day.

6 weeks ago, we started accepting applications for three paramedic firefighters. Interviews were conducted and we are currently making offers. September 30<sup>th</sup> would be their start date.

We finally received some of our money from GEMT, which is about \$60,000. We are close to getting all our money requested from 2023.

OFDDA conference is November 7<sup>th</sup>-9<sup>th</sup>, if you would like to go let us know. We will get hotel rooms reserved.

Yesterday during assessment center, we were advised Lebanon Fire is looking into private ambulance transfers to the Portland area.

The Chamber of commerce is holding a light parade during Christmas time. We would put apparatus in the parade with the hopes local business would also participate.

**CITY LIAISON:** Nothing new

**VISITOR COMMENT:** Chelsea Chavez advises October 19<sup>th</sup> is the approximate date for Pumpkin Fest. She is waiting for approval from the City of Jefferson for that date.

Board President Gonzalez called to Order Joint Meeting of the District Board of Directors and the Local Contract review board at 5:56pm

The public hearing will be held for the purpose of taking comments on the district's draft findings (exhibit a) supporting the exemptions of certain classes of special procurements and public improvement contracts from competitive bidding requirements.

President Gonzalez read the Resolution No 2024-004.

Chief Eckhard explains that we need to be current with current laws. 2005 is the last time Jefferson Fire District updated the procurement. Our policy shows 2016.

Director Nuss questioned who is on the Local Contract Review Board. Director Gonzales advises just the board.  
Staff Report: None  
Public Testimony: None

Closing the joint public hearing regarding Resolution 2024-004. Director Jones moved to adopt resolution No. 2024-004 on behalf of Jefferson Rural Fire Protection District and on behalf of the District's Local Contract Review Board. Direction Nuss seconded motion. All in Favor. Motion passed. Adjourn joint meeting of the district Board/Local Contract Review board at 6:09 pm.

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

**OLD BUSINESS: None**

**NEW BUSINESS: None**

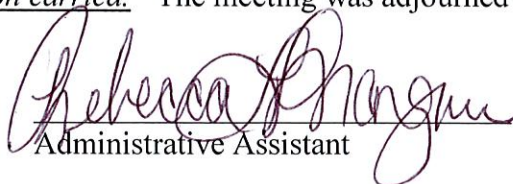
**GOOD OF THE ORDER/DIRECTOR'S COMMENTS** – None

**ACCOUNTS PAYABLE: TOTAL ACCOUNTS PAYABLE & PAYROLL-** The Accounts Payable and Projected Payroll for the month of July 31, 2024, is \$234,213.77; General Fund Payable-\$132,888.99 Payroll-\$101,324.78 Grant Fund Payable-\$0, Payroll-\$0, Equipment Reserve Fund-\$0

The Board reviewed the accounts payable. Motion by Director Jones 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 Gonzalez to adjourn the meeting. All in favor. Motion carried. The meeting was adjourned at 6:13p.m.

  
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Board President

  
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Administrative Assistant

9/17/24 Date