

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

Date: October 15, 2024

Jefferson Fire Station - Jefferson, OR

CALL TO ORDER: The meeting was called to order at 5:30 p.m. by Board-President Gonzalez.

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

ATTENDANCE: Director Jones, Director Gonzalez, Director Knutson, Director Robbins, Director Nuss, Fire Chief Eckhardt, and Administrative Assistant Support Rebecca Mangrum, (Absent: Administrative Assistant Tammy Robbins) Visitors: Misty Kastle, Jeff Holland, Bob Rossiter, Chelsea Chavez.

REVISIONS TO AGENDA: None

APPROVAL OF MINUTES –September 17, 2024 - Regular Board Meeting

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

FINANCIAL ASSETS as of October 31, 2024

▪ Check Register Balance	\$ 157,947.03
▪ Local Government Inv. Pool	\$ 291,584.20
▪ Petty Cash	\$ 150.00
▪ Community Service Account	\$ 3,011.11
▪ Total	\$ 452,692.34

DIRECTOR'S RESEARCH GROUP REPORTS

FINANCE: (Director Gonzalez) -- None

BUILDING & EQUIPMENT: (Director Jones and Director Robbins) – None

POLICY: (Director Knutson, Director Robbins) –None

GRANT: (Director Gonzalez) – None

Staff Report:

Chief Eckhardt- The paramedic/firefighter process is completed. Three new hires started September 30, 2024. Jeffrey Holland introduced himself as a paramedic firefighter. Misty Kastle introduced herself. Alexis Williams is absent due to school. They are attending Fire and EMS training for the month of October. Currently their training will continue throughout the month.

Generator is done and in service. The paperwork has been submitted and we are waiting for the final payment.

The Wildland staffing grant ended last Sunday. We are back to normal staffing.

We have a meeting with Lifeline on Friday. October 7th, 2024, we had a meeting with Braun NW, today is

October 15, 2024, and we have not heard from them. We do not have the ambulance specifications yet, but hopefully we will have them by the November Board meeting.

Jaime Cates' meeting went well. Director Nuss and Director Jones were present. Funding problems were made present. House bill 2022 is something we talked about with Jaime Cate. Hopefully it will spark some interest within the state and will be able to help solve some of the issues.

We had a meeting with Apple about the iPhone drop notifications. It was their first time hearing about this issue. Chief Eckhardt also contacted OFCA and they are going to bring the issue up in a meeting and hopefully we will be able to send complaints to Apple.

AFG Grant and Safer Grant- We haven't received the official words that we aren't receiving the grant, however they have stopped funding. We will continue to work on that. This is the last year for the recruit and retention Safer grant. Last time we worked with a professional grant writer. That may be another option.

No questions from the board on the 25-22 handout.

Public meeting law training is required for all new members of the district. The State just released their required training dates of January 28th from 5:30pm-7:30 pm here at station 600. They will come out and do the training. The City of Jefferson will come over train also. It was offered to the school board as well. Zoom may be an option.

Today we received word that Glaser Meadows subdivision may be moving forward. It will develop on the East end of Greenwood, dividing into two lots. The plan is to move forward with 67 new homes. At 67 houses, the numbers roughly amount to \$53,000 a year. City Liaison Bob Rossiter advises that they plan to build a designated section for a park. They can't move forward until the fire station approves fire hydrants. The Planning Commission is on the 1st Thursday of November.

CITY LIAISON: Bob Rossiter- Regarding the new park, they are still working on getting a splash pad in next to the elementary school.

VISITOR COMMENT: None

OLD BUSINESS:

- a) Chief Eckhardt- Director Nuss and Director Gonzalez, Chief Eckhardt and Frank Ball met to go over the board engineering project. Three companies came out and looked at the building. One company is out of Woodburn and one company is out of Washington. We received two proposals. Director Nuss advises the architecture proposal lacked detail in a few areas. The other proposal was written better, and it appears they specialize in seismic upgrades. Director Gonzalez advises that one of them wasn't specific about add-ons or change orders or how they would address them. So, some lost points in those areas. WRK extended it more than others. If you look in the RFP there are specific questions that must be answered and there is a point system. Chief Eckhardt advises cost-wise, one is \$310,000 with us having to pay for permits and a few other things. WRK is \$389,000 and is complete start to finish. The recommendation from the committee was to go with WRK. They meet the criteria, even though they are a little more expensive. Director Gonzalez advises they have experience in seismic grants with other fire stations as well. Chief Eckhardt's recommendation would be to move fourth with WRK.

Director Robbins made a motion to allow Chief Eckardt to move forward using WRK for the Seismic grant upgrades. Director Jones seconded. All in favor. Motion passed.

NEW BUSINESS: None

Chief Eckhardt advises Policies 4.1-4.5. SDAO does an insurance program with discounts. This year the focus is on the board policy. Changes were made based on their recommendations. Our board policy says we meet on Wednesday, and we do not. So updated a few things that had to be added and changed some wording. Director Nuss advises to double check the dates on the revisions.

Director Nuss made a motion to accept the changes as presented, seconded by Director Robbins. All in favor. Motion passed.

ALARMS: (sent out with the Board Reports)

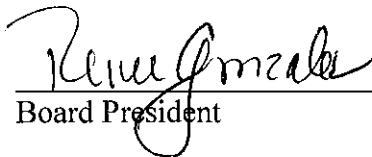
GOOD OF THE ORDER/DIRECTOR'S COMMENTS --

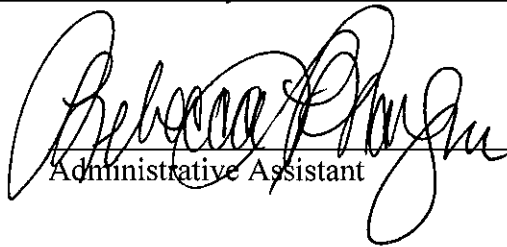
Chief Eckhardt advises Pumpkin Fest is on Saturday from 10:00 a.m.-5:00 p.m. Trunk or treat will be from 3:30 p.m.-5:00 p.m. in the side parking lot. There will be lots of vendors and food carts. Chelsea Chavez stated if you would like to be a trunk or treat vendors, there is still space.

ACCOUNTS PAYABLE: TOTAL ACCOUNTS PAYABLE & PAYROLL- The Accounts Payable and Projected Payroll for the month of October 31, 2024 is \$161,494.97; General Fund Payable \$52,033.78, Payroll \$109,461.19; 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.

With no further business to be brought before the Board of Directors, it was moved by Director Gonzalez to adjourn the meeting. Seconded by Director Robbins. All in favor. Motion carried. The meeting was adjourned at 6:25 p.m.


Board President


Administrative Assistant

11/19/24
Date