

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

Date: November 19, 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 Tammy Robbins, Training/Maintenance Officer Louis Gisler, (Absent: None) Visitors: Bob Rossiter, Sam Aithwaite, Jeff Holland, Virginia, and Chelsea Chavez.

REVISIONS TO AGENDA: None

APPROVAL OF MINUTES – October 15, 2024 - Regular Board Meeting

MINUTES: Motion made by Director Knutson, seconded by Director Jones, 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

There is a county wide 800 radio project. If we went with this program there is a lot of cost that was not expected. We would be responsible for purchasing the radios for approximately \$137,000, user fees of \$32,000-\$55,000 per year, and no set limit on how much the fees could go up each year. Metcom, who is our dispatch center, would have a \$75,000 fee, which would be passed on to us. Our yearly Metcom bill would then increase. There was a Metcom meeting today. After much discussion about all the unexpected fees and costs it was confirmed police and fire do not have the funds for the 800 radios. At some point, Metcom's executive board is going to try and meet with the county commissioners and explain that we do not have funds and try and figure out other means to fund the project. Director Robbins asked how Metcom is funded, Chief explained that Metcom is funded by all the districts who would use their services and based on call volume and

a three-year average. Director Nuss had questions regarding our current radios. The Chief explained that we use VHF, and we do need to upgrade our current system. The Metcom group is still going to look at options to upgrade the VHF system.

Our newly hired firefighter/paramedics have started their shift schedule as of November 3, 2024. There are two paid personnel on shift 24 hours a day along with two resident personnel.

The AFG Grant opened. Last year we submitted our request for a pumper tender. The request is for \$750,000. There is a 5% match of \$37,000. We would like to move forward. The board agreed for the Chief to move forward on applying for the AFG grant.

We received an invoice from SAIF for \$3,358 also known as – our buy down. We had three incidents this year, and the buy down saves us money in the long run. We don't have to buy it down, but our insurance company recommends it so that our rate will stay down. Board agreed with buy down.

The State's training is scheduled for February 18, 2024.

Decorating cookies with the Chief is scheduled for December 7, 2024, from 9:00 a.m. – 11:00 p.m. Light parade will be on December 14, 2024, at 5:00 p.m. Chief is asking permission from the board to place decorations on the apparatus. The board agreed. There is Christmas at the Community Center on December 14, 2024, at 10:00 a.m. We will be providing candy bags for Santa to hand out. Santa will be delivered via fire engine to the community center at 10:00 a.m.

We had an AED donated to the station. We are starting an AED rental program. If someone has a family event or coaching a game etc., they can sign up to take the AED to that event. We talked to our insurance company, and they are sending us a form to use to rent the AED that covers the liability. We will also make sure they know how to use the machine. The Chief would like permission to move forward. The board agreed.

The Medicare survey is almost complete. The Chief must approve it and then send it off. He will finish it tomorrow.

CITY LIAISON: Bob Rossiter commented that the tree lighting is at City Hall on December 3. We are moving forward for a park with a Splash Pad that will be located on the elementary school grounds. There is a "Safe for School" grant that has been applied for. The funds are to be used to keep kids off the streets. The grant is for walkways that will combine with the school walkways. This will be for Julia Ln. to the school. There will be 67 houses built at the end of Greenwood and will include 1.3 acres of park.

VISITOR COMMENT: None

OLD BUSINESS: None

NEW BUSINESS:

- a. Contract for new ambulance for Hughes Fire/Lifeline – We have put together a proposal and received a quote from Hughes Fire Equipment for \$343,350 including an Oregon state new vehicle privilege tax of \$1,716.75 for a total of \$345,066.75. The chassis is going to cost \$74,262. They will not order the chassis until it's about 6 months out to build it. Currently they're 24-26 months out. Dodge is coming back, and the chassis prices might go down. We are locked into a price, however if there are some major changes we may have to pay more. The proposal states if we pick it up, we could save \$7,000, if we don't go back for an inspection, we will save \$2,000. Factory

zoom inspection is what we will do. Review the bid. Whoever goes to pick up the medic will be reimbursed for airfare and hotel etc. It's in Iowa. Director Robbins asked if we must pay for this now. The Chief stated we pay for the chassis when we order it. The payment for the box is paid when we pick it up. We would get a loan for the remainder of the balance owing. Director Robbins is concerned that the public will complain or not understand how long it takes to get the ambulance. Director Knutson stated this information was put out in all the information to the public before we received the levy. Motion made by Director Jones allowing the Chief to move forward with the contract seconded by Director Knutson. All in Favor. Motion passed unanimously.

- b. Resolution 2024-005 – PPE – Unanticipated Funds – Director Gonzalez read the resolution. Director Jones made a motion to accept Resolution 2024-005 seconded by Director Jones, seconded by Director Knutson. All in favor. Motion passed.

ALARMS: (sent out with the Board Reports)

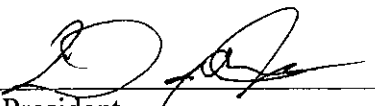
GOOD OF THE ORDER/DIRECTOR'S COMMENTS – On next month's agenda will be the approval for the seismic upgrade contractor to have on board.

Director Nuss liked the OFDDA conference. He stated he appreciated the ethics refresher and what the board's role is. Chief Eckhardt commented that it takes us out of district, but the conference is great for networking, seeing what the vendors offer, and overall training.

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 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, seconded by Director Jones to adjourn the meeting. All in favor. Motion carried. The meeting was adjourned at 6:26 p.m.



Board President



Administrative Assistant

12/17/2024 Date