

CANBY FIRE DISTRICT
BOARD OF DIRECTORS MEETING
Wednesday, February 26, 2025
Regular Session 7:00PM (1900 hours)
Held at ZOOM and Canby Fire Station #361

ATTENDANCE

<input checked="" type="checkbox"/> President Ron Swor	<input checked="" type="checkbox"/> FC Matt Dale
<input checked="" type="checkbox"/> Vice President Shawn Carroll	<input checked="" type="checkbox"/> DC Matt English
<input checked="" type="checkbox"/> Secretary/Treasurer Connie Austen	<input checked="" type="checkbox"/> DC Wayne Austen
<input checked="" type="checkbox"/> Director Buner Ellis III	<input checked="" type="checkbox"/> CFO Lori Fawcett
<input checked="" type="checkbox"/> Director Steve Thoroughman	<input checked="" type="checkbox"/> AAIII Leanna Shaw

Also, in Attendance

In Person: Lt. Holmes, FF Frank, FF Starrett, FF Shunn, FF Sommers, FF Schwabauer

Via ZOOM: None

Via ZOOM (without full names listed): None

CALL TO ORDER

The Board of Directors Meeting was called to order by President Ron Swor at 7:00 PM.

CITIZEN INPUT: AGENDA ITEMS

None.

CONSENT AGENDA

Minutes AAIII Arterberry

- **January 22, 2025 Board Meeting**

Bills CFO Fawcett

A motion to approve the consent agenda from the January 22, 2025, Board Meeting was made by Director Buner Ellis III. The motion was seconded by Vice President Shawn Carroll and unanimously approved.

FINANCIAL REPORT (CFO Fawcett)

January 2025 Financials: CFO Fawcett reported on the following:

- State Pool Interest dropped to 4.73%
- LGIP General Account shows a total of \$9,119,915.87
- LGIP Bond Account shows a total of \$10.31
- Current Deposits & Earnings shows a total of \$1,029,230.63
- Current Expenses show a total of (\$979,351.53)
- Total available to the District is \$9,517,714.51
- Current Year Taxes show \$54,965.37 received in January for FY25
- Prior Year Taxes show \$3,335.92 received in January for FY25
- Radio Fund shows a total of \$6,646.29
- Ambulance Service has received \$128,533.92 in January, 75.93% of budget for FY25
- Fire Inspection/Plans Review has received \$0.00 in January, 241% of budget for FY25

FINANCIAL REPORT cont.

Payroll: CFO Fawcett reported the payroll costs for the month of **January** as follows:

- January 15, 2025 = \$214,783.53
- January 31, 2025 = \$275,252.63
 - Monthly Life Insurance via A/P = \$1,269.87
 - Monthly Medical Insurance via A/P = \$71,064.00
- Total Payroll and Benefits Costs for January 2025: \$562,942.06

Conflagration Billing Summary:

- Packets are due to OSFM by March 24th with a nine-month average turnaround for payment. All Oregon agencies must submit their packets to OSFM prior to California receiving any. Canby Fire's draft total reimbursement submission is \$200,000. This figure does not include any receipts for fuel, lodging, or meals and does not encompass all wages.

CHIEF'S REPORT (FC Dale)

Correspondence (FC Dale)

- Thank you from Kiwanis for letting them put their toy barrel in our lobby once again this year.
- Thank you from Susan's daughter, Jane, for flowers we sent to her after her surgery.
- Thank you cards from kids in California were sent to Oregon agencies, in which we received many of those. These were displayed during the Board meeting.

City Council Report (FC Dale/Board Member)

Chief Dale did not attend the last meeting. Director Steve Thoroughman attended the meeting via ZOOM and reported that system development charges were reviewed and discussed. It was mentioned that fire was not included in these, but we aren't certain that is accurate. Paving from Locust to Pine on 19th street is going to begin after the second reading at the next meeting. This will affect the fire station and response if approved. Transportation costs within the County were discussed, specifically regarding the expansion of 205. Chief Dale will follow up on the system development charges.

Monthly Report (FC Dale)

Highlights from the monthly report enclosed in the Board packet are below:

- Flagpole donations from Clackamas County were received for Station 363 and Station 365.
- Fireworks meeting with City and Chamber to discuss collaboration.
- Feasibility study discussion.
 - Director Thoroughman commented that the County is having issues with funding for the new Court House. This could help strengthen our case.
- Four Firefighters are coming off probation March 1st.
- Our next Board meeting will be held in the apparatus bay due to the swearing in of Scott Hertzog as Lieutenant, announcing the Training Officer Assignment, the swearing in of our new Fire Inspector, and presenting CPR saves from the community.

Risk Reduction Report (DC English)

February 2nd there was an arson event off of Sequoia. There are two suspects as of now. The OLCC project is being reviewed, which Canby Fire personnel's time will be compensated.

There's a new emergency operations group out of the city, so collaboration with entities on this continues. A future simulated project is in the works. March 1st will open burning again with the update of the daily burn message.

Volunteer Report (DC Austen)

Chief Dale, Chief English, and Chief Austen met with the City on the fireworks event. This was a great meeting, but it was apparent that most people, even our officials, didn't understand what it takes to put this event on. There will be more to come on this. We are still working on taskbooks and tender drivers. Chief English and Chief Austen will be interviewing prospective volunteers early March. Director Austen has a lot of family scrapbooks, of which information regarding the start of Canby Fire was found, stating we have been in service for 135 years.

SDAO Conference (Secretary / Treasurer Austen)

Credit was received this year for both Director Austen and DC Austen for their attendance on various sessions at the conference. Director Austen thanked Chief Dale, CFO Fawcett, and AAMI Shaw for helping sign Director Austen up and the opportunity to attend. Director Austen provided an update on information she learned and has hard copies to pass onto Chief Dale.

OLD BUSINESS

Fire Inspection Fees Program Update (DC English)

This is a placeholder for future meetings.

NEW BUSINESS

Monthly Event Board Calendar (CFO Fawcett)

The new monthly event calendar was presented to the Board that outlines community events our members are able to attend at their leisure. Please note that the Chamber Luncheon must be paid for in advance and the Rotary Luncheons are paid for at the time of the event.

Surplus Vehicles (DC English)

A motion to authorize the surplus of the 1998 GMC Yukon was made by Director Steve Thoroughman. The motion was seconded by Vice President Shawn Carroll and unanimously approved.

MOU #2025-01 (FC Dale)

The MOU was briefly summarized by Chief Dale

A motion to approve MOU #2025-01 was made by Director Steve Thoroughman. The motion was seconded by Director Buner Ellis III and unanimously approved.

CITIZEN INPUT: NON-AGENDA ITEMS

Director Thoroughman: Canby Utility and BBC Steele donated the fire hydrant and work done on the hydrant that was presented to retired Fire Chief Jim Davis, so it was requested that a thank you letter be sent. It was brainstormed that the Board may be able to organize a challenge coin for situations like this, accompanied by a Board policy or some kind of parameters. Chief Dale will work on a design and bring it back to the Board for discussion.

GOOD OF THE ORDER

- **Elections reminder deadline March 20, 2025 (FC Dale)**
Both Director Thoroughman and Secretary / Treasurer Austen turned in their applications and payment tonight.
- **Cpt. Nikki Heitschmidt Retirement Open House (FC Dale)**

All are welcome at this event. Presentations will begin at 3:00PM. Nikki will be a Canby Volunteer with us after her retirement.

NEXT MEETING:

REGULAR BOARD OF DIRECTORS MEETING

Date: March 19, 2025
Time: 1900 hours (7pm)
Location: Station 361 and ZOOM
<https://us02web.zoom.us/j/86923965328>
Meeting ID: 869 2396 5328

Buner Ellis III thanked the Board for moving the meeting times to 7:00PM.

ADJOURNMENT

A motion to adjourn from the regular Board of Directors meeting was made by Vice President Shawn Carroll. The motion was seconded by Director Buner Ellis III and unanimously approved.

The Regular Board of Directors meeting adjourned at 8:01 PM.

APPROVED:

Director Connie Austen
Board Secretary/Treasurer