

# CANBY FIRE DISTRICT

## BOARD OF DIRECTORS MEETING

Wednesday, October 15, 2025  
Regular Session 8:30 PM (2030 hours)  
Held at ZOOM and Canby Fire Station #361

### ATTENDANCE

<input type="checkbox"/>	President Ron Swor	<input checked="" type="checkbox"/>	FC Matt Dale
<input checked="" type="checkbox"/>	Vice President Shawn Carroll	<input checked="" type="checkbox"/>	AC 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 type="checkbox"/>	Director Steve Thoroughman	<input checked="" type="checkbox"/>	AAIII Susan Arterberry

### **Also, in Attendance**

*In Person:* None

*Via ZOOM:* None

*Via ZOOM (without full names listed):* None

### CALL TO ORDER

The Board of Directors meeting was called to order by Vice President Shawn Carroll at 8:40 PM, 2040 hours.

### CITIZEN INPUT: AGENDA ITEMS

None

### CONSENT AGENDA

Minutes AAIII Arterberry

- September 17, 2025

Bills CFO Fawcett

**A motion to approve the consent agenda from September 17, 2025, Board meeting was made by Director Buner Ellis III. The motion was seconded by Secretary/Treasurer Connie Austen and unanimously approved.**

- **Vice-President Shawn Carroll-Aye**
- **Secretary/Treasurer Connie Austen-Aye**
- **Director Buner Ellis III-Aye**

### FINANCIAL REPORT (CFO Fawcett)

**September 2025 Financials:** CFO Fawcett reported on the following:

- State Pool Interest remained static **4.60%**
- LGIP General Account shows a total of **\$5,021,932.91**
- LGIP Future Reserve Account (prior Bond) **\$0.02**
- Current Deposits & Earnings shows a total of **\$661,835.82**
- Current Expenses show a total of **(\$642,858.13)**
- Total available to the District is **\$5,300,187.16**
- Current Year Taxes show **\$1,342** received in September for FY26
- Prior Year Taxes show **\$13,666** received in September for FY26

- Radio Fund shows a total of **\$6,646.74**
- Ambulance Service has received **\$92,699.11** in September, **27.30%** of budget for FY26

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

- September 15, 2025= **\$235,472.12**
- September 30, 2025= **\$235,491.03**
  - Monthly Life Insurance via A/P = **\$1,249.71**
  - Monthly Medical Insurance via A/P = **\$75,762.00**
- Total Payroll and Benefits Costs for September 2025: **\$547,974.86**

Ambulance revenue trends were reviewed by AIII Arterberry. Revenue is currently below the budgeted amount of \$95,000/month. SDW has confirmed a Q3 downward trend, especially in September, and consistent with previous years. Additionally, Kaiser Insurance claims are now being processed out of Florida. This has led to increased documentation requirements and delays. 55% of our outstanding insurance claims are with Kaiser Insurance, further contributing to the revenue decline. Payments are delayed but are still expected to be received.

AIII Arterberry also reported on the Medicare add-on expiration. Due to the federal government shutdown, the Medicare add-on expired on 09/30/25. SDW is holding all Medicare claims for October in hopes the add-ons will be reinstated. Processing now could result in having to issue refunds and reprocessing of claims, further delaying payments. The situation will be reassessed at the end of the month.

**Conflagration Summary:** AIII Arterberry reviewed the conflagration billing summary. The Rowena, Alder Spring and Cold Springs conflagrations have all been paid, totaling \$43,084.84. The California conflagration has been approved for \$247,823.67 and payment is reported to be forthcoming in the next 30 days according to the OSFM office.

## **ADMINISTRATIVE REPORT**

**Correspondence (FC Dale):** Chief Dale reviewed two (2) emails received offering thanks and appreciation for our efforts and collaboration. One was for participating in an emergency response drill at Heidelberg Materials. The second was from Clackamas County Transportation for our traffic safety and professional incident response to a South End Road motor vehicle collision.

**City Council Report (Chief Dale):** Chief Dale reports that he and Director Thoroughman both viewed the recent City Council meeting. The primary focus was on electricity shortages in Canby and the potential for moratoriums on development. It was clarified that no moratorium is expected to be enacted at this time. Presentations were made by PGE, Bonneville Power Administration and Canby Utility. These entities addressed the City Council to explain the current power situation and planning efforts. It was suggested that PGE may be at fault, but the issue appears to stem from Canby Utility not notifying Bonneville of the increased power needs. The lack of communication prevented Bonneville from coordinating with PGE in a timely matter. PGE reported that while most of the county has seen a one (1) to two (2) percent annual increase in electricity demand, Canby has experienced a five (5) percent increase over the past 10 years. Rapid growth has contributed to the current strain on the power supply. All three (3) entities are now collaborating to resolve the issue. The power shortage will not affect residential or standard commercial development. However, it may limit high power demand businesses from establishing operations in Canby. This could impact commercial tax growth, which is a

significant revenue source for the fire district. Discussion also referenced the Wygant property and other commercial developments. It was noted that developers had applied for additional power for new commercial shells but were denied or limited. This limitation will affect which tenants can occupy those spaces based on power needs.

CFO Fawcett and AC English attended tonight's Urban Renewal Agency meeting and report the City Council discussed whether to shut down the URA via resolution or ordinance. The decision impacts how easily the agency could be reactivated in the future. A resolutions allows the agency to be "put to sleep" and reactivated later without restarting the full process. An ordinance would require a full restart of the Urban Renewal process if reactivated. It would involve public comment, hiring consultants and is seen by some as the more responsible and transparent approach. The council was divided, and concerns were raised about the lack of clarity on the boundaries of the UR area, inclusion of properties like the Wygant property and General Distributing, as well as the impact on smaller taxing districts. The Council agreed to seek legal advice and additional information before making a final decision. Regardless of the method, the agency will be shut down. The City must notify the Clackamas County Tax Assessor by February 2026. Canby Fire is expected to receive approximately \$500,000 in the Fall of 2026 as a result of the closure. The Council made a prudent decision to delay action. At the next meeting they plan to revisit the issue with more complete information.

**Risk Reduction Report (AC English):** AC English reports the CERT team will support the Downtown Halloween event as well as Light the Night as crowd and safety monitors. Radio Operators are in talks with cell tower leaseholders (tower at ST365) to install ham radio and GMRS repeaters that will enhance emergency communication coverage. ST365 is currently operational and being staffed by volunteers on Thursday evenings. Inspector Johnston and AC English will meet with Clackamas County with a goal to create a process for commenting on access, water supply, and inspections. There is currently a lack of occupancy classification in city and county records, and we plan to align the data for accurate inspections and compliance. Compliance Engine is functioning well, and Inspector Johnston was praised for his professionalism and dedication. It was reported that the Wygant property has insufficient power for full production and developers may split it into four (4) separate areas. Radio system upgrades have been performed and DVRS repeaters have been installed. Personnel have been trained on the new frequencies, channel layouts, paging and mayday functionality.

#### **Chief's Monthly Report (FC Dale)**

FC Dale reviewed the monthly report highlights, upcoming events and notable calls.

**Volunteer Report (DC Austen)** Chief Austen reports the Thursday night volunteer drill is going well with many signing up for the ST365 shift from 6:00 PM to 10:00 PM. Dinner is provided; the volunteers participate in drills and respond to calls. A full crew is typically present, including an engine, a tender, a fire ground leader and a duty officer. The chiefs are please with how the program is running and are considering expanding it. Upcoming volunteer events include Cocoa & Cookies and Christmas in Canby on 12/06/25 from 10:00 AM to 11:00 AM. The CFD Christmas & Awards dinner is planned for 12/06/25 as well. The volunteers discussed reviving the Mother's Day Firefighter Breakfast, which was once a major community event. In the coming months they will be reviewing volunteer applications to further fill the volunteer ranks.

**OLD BUSINESS**

None

**NEW BUSINESS**

None

**CITIZEN INPUT: NON-AGENDA ITEMS**

None

**GOOD OF THE ORDER**

None

Chief Dale reports sad news from CCOM. Their director, Cheryl Bledsoe passed away earlier this week. Anthony Collins has been named interim director. Chief Dale and CPD Chief Tro brought flowers to CCOM and offered condolences.

**ADJOURNMENT**

**A motion to adjourn from the regular Board of Directors meeting was made by Director Buner Ellis III. The motion was seconded by Secretary/Treasurer Connie Austen and unanimously approved.**

- **Vice-President Shawn Carroll-Aye**
- **Secretary/Treasurer Connie Austen-Aye**
- **Director Buner Ellis III-Aye**

The Regular Board of Directors meeting adjourned at 09:14 PM, 2114 hours.

**NEXT MEETING:**

**REGULAR BOARD OF DIRECTORS MEETING**

**Date: November 19, 2025**

**Time: 1900 hours (7:00 PM)**

**Location: Station 361 and ZOOM**

**<https://us02web.zoom.us/j/86923965328>**

**Meeting ID: 869 2396 5328**

APPROVED

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Director Connie Austen  
Board Secretary/Treasurer