



*Woodburn Fire District*  
**Board of Directors Meeting**

**Wednesday, April 15, 2026**

**Attendance:** Board Chair Jerry Cotter, Board Vice-Chair Andy Ponce, Director Ed Everts, Director Deb Yager, Director Steve Kufeldt

**Staff Present:** Fire Chief Jim Walker, Assistant Chief Mike Corless, Finance Officer Korrin Petersen, Fire Marshal Ortiz, Lieutenant Jesse Halpern, Engineer David Nelson, Engineer Grant Dickenson, Engineer Max Sucher

**Community Members:** Jay Hannon

Board Chair Cotter opened the meeting at 7:00 pm. Roll call and the pledge of allegiance were conducted.

**Administration:**

**Approval of Board Minutes from the March meeting** – Director Yager made a motion to approve the meeting notes. The motion was seconded by Director Ponce. The motion carried unanimously.

**Approve Executive Session Minutes from the March Meeting** – Director Yager made a motion to approve the executive session minutes. The motion was seconded by Director Ponce. The motion carried unanimously.

Treasurer’s report was read by Secretary/Treasurer:

As of March 31, 2026:

Local Government Investment Pool 1:	\$6,015,354.30
Local Government Investment Pool, 2024 GO Bond:	\$1,171,182.19
Columbia Bank Checking:	\$206,842.89
<b>Total Resources:</b>	<b>\$7,393,379.38</b>
Payment of March Net Payables:	\$96,260.24
Payment of March Bond Payables:	\$0.00
Payment of March Net Payroll: (includes SAFER firefighters)	\$406,816.22

Director Ponce made a motion to approve the Treasurer’s report for March. The motion was seconded by Director Everts. The motion carried unanimously.

## Information Items

**Engineer David Nelson, Paramedic Completion** – Chief Walker opened by honoring Firefighter Engineer David Nelson on completing his paramedic certification program. He then turned the discussion over to Finance Officer Petersen who stated that through a \$196,844 grant awarded by FEMA’s Assistance to Firefighter’s Grant (AFG), Paramedic Nelson was able to pursue the certification program to obtain his licensure. David began the program in January of 2025. His training included countless hours of classroom time, 270 clinical hours, and 540 internship hours which he completed by working with AMR in Multnomah County. He is currently working through the District’s Field Training and Evaluation Program (FTEP) under the supervision of Lieutenant Jesse Halpern.

Lieutenant Halpern addressed the board, commending Paramedic Halpern on completing this task. The paramedic program is a lot of work, with rigorous education, and David did all of this while working on shift here at Woodburn Fire. Having the grant is a huge benefit not only to our members but also for the district, allowing us to increase the number of certified paramedics. David is halfway through his FTEP program and is doing a great job. Board Chair Cotter commended Engineer Nelson on a job well done.

**Local Option Levy Update** – Chief Walker reminded the board that ballot measure 24-520 will go before voters in May. If approved the additional levy would provide \$0.55 per \$1,000 of assessed property. A list of the Fire Chief’s speaking engagements was included in the board packet. Chief Walker extended his thanks to the membership who have been attending the speaking engagements. The IAFF 1660 has also been very active in the process; their support is greatly appreciated.

**Station 22 & 23 Project Updates** – Chief Walker reported that the water filtration system at Station 23 has been engineered and built. The technician has been scheduled for the beginning of May.

Woodburn Construction had reported there was a need for some re-engineering and indicated that this would add to the guaranteed maximum price. Chief Walker clarified with them what the definition of guaranteed maximum price meant, to which they came back with some reengineering that added no additional costs. This did however delay the start of the project until the second week of May, which is when the permits are expected to be signed off by the City of Woodburn. The timing will work out well with the Station 23 water filtration completion. The plan remains to move members assigned to Station 22 to Station 23 during the construction.

Director Yager asked if we had a price for the water filtration system. Chief Walker is estimating the project costing \$32,00-\$34,000. Director Everts asked if the cost includes testing the water after the system is installed. Chief Walker confirmed it does.

**New Engine 22 Build & Bond Fund Update** – Assistant Chief Corless reported that 5 out of the 6 apparatus have been purchased with bond funds. The sixth, new Engine 22, is currently being built and should be delivered in the Fall of 2026. The original price was set at \$963,642.24, however we have had several change orders that have significantly contributed to a decrease. The most significant, in the amount of \$86,932, was applied due to Cummins’ new engine not meeting government emissions regulations, allowing us to move forward with an older engine model. That engine is the same one that is in Engine 21, which also benefits us; having two with the same engines will decrease maintenance costs. The other two cost savings include a vehicle tax that Oregon does not apply, and a pre-payment savings. Assistant Chief Corless worked with Finance Officer Petersen to do a cost analysis on the pre-payment discount vs. the interest we would earn if the funds remained in our account. When we bought

the first five pieces of apparatus, prepayment did not make sense because we were earning more interest than we would have saved. This time the better financial savings would be to take advantage of the prepayment discounts. The price of new Engine 22 will be \$857,077.11, which is a savings of \$106,565.

### Action Items

None

### Executive Session

Board Chair Cotter read ORS 192.660 (2)(b) to consider and discuss a personnel matter. Director Yager made a motion to go into executive session. The motion was seconded by Director Ponce and carried unanimously at 7:13 p.m.

Director Yager made a motion to resume the regular board meeting. The motion was seconded by Director Ponce. The motion carried unanimously. The regularly scheduled meeting resumed at 7:23 p.m.

### Miscellaneous Items & Recognitions

April 8<sup>th</sup> – Woodburn High School Career Fair

April 9<sup>th</sup> – Gervais School STEM Festival, Egg Drop

April 17<sup>th</sup> – Woodburn School District Youth Night

April 21<sup>st</sup> – Gervais High School Donkey Basketball

April 25<sup>th</sup> – Woodburn School District Egg Drop

April 29<sup>th</sup> – Washington Elementary School Career Day

May 2<sup>nd</sup> & 3<sup>rd</sup> – Cinco De Mayo

May 5<sup>th</sup> – Lincoln Elementary School 3<sup>rd</sup> Grade Field Trip

May 7<sup>th</sup> – Mayor's Prayer Breakfast

Chief Walker stated that he appreciated the Firefighters who have attended his speaking engagements. The community really likes seeing and interacting with the them.

**Public Comment:** There were no comments from the public.

Director Yager made a motion to adjourn the meeting at 7:27 p.m. The motion was seconded by Director Kufeldt. The motion carried unanimously.

Next meeting will be held on: Wednesday, May 20, 2026.

APPROVED: Jerry Cotter Date: 5-20-2026  
Jerry Cotter, Board President

ATTEST: Jim Walker  
Jim Walker, Fire Chief  
Woodburn Fire District