



*Woodburn Fire District
Board of Directors Meeting*

Wednesday, April 17, 2024 Station 21

Attendance: Board Chair Jerry Cotter, Vice-Chair Andy Ponce, Secretary/Treasurer Deb Yager, Director Sharon Schaub, Director Benito Puente

Staff Present: Chief Joe Budge, Division Chief Jim Walker, Korrin Petersen, Office Administrator/Finance Officer

Other Attendees: Paul Kovacevich, Jay Hannon

Board Chair Cotter called the meeting to order 7:06 pm.

Administration:

Alligiance to the flag was done prior at the budget committee meeting.

Roll call was completed.

Approval of March 20, 2024, Meeting Minutes: Director Yager made a motion to approve the meeting minutes from the March 20, 2024, board meeting. The motion was seconded by Director Ponce. The motion was carried unanimously.

Treasurer's report was read by Secretary/Treasurer Yager:

As March 31, 2024:

Local Government Investment Pool 1:	\$5,288,913.89
Local Government Investment Pool, GO Bond:	\$3,990,864.46
Columbia Bank Checking:	\$199,035.70
Total Resources:	\$9,478,814.05
Payment of March Net Payables:	\$83,069.70
Payment of March Bond Payables:	\$130,612.64
Payment of March Net Payroll:	\$376,560.03

Director Ponce made a motion to approve the treasurer's report for March. The motion was seconded by Director Schaub. The motion was carried unanimously.

Information Items

SAFER Grant Application – Included in the staff report was information relating to the application submitted by the district for a SAFER grant. A letter of support from the board was not required for the application but will be if funds are awarded. The letter would confirm the

board's commitment to sustain the 8 firefighters. Korrin has been working on some preliminary numbers; accounting for estimated growth, it looks like we would need an additional \$0.70 in tax levy to maintain those positions. If approved this would increase our local option levy to \$1.05, with the overall tax total equaling \$2.85. Comparable districts range from \$2.50 - \$3.00 currently and we expect those numbers to increase over the next three years, making the request possible. The tax growth estimates are conservative and will depend on how quickly development occurs. The city is doing a great job preserving both room for industrial growth and residential. They are working on bringing the southwest industrial reserve into the city's urban growth boundary for industrial development. The timing and amount of new development will have a big impact on the amount of additional money that will be needed to support the additional firefighters.

Chief Budge reported that the district hired a grant writer to assist with the application. IAFF also provided a review and edits and their suggestions were worked into the application narratives. Director Schaub asked about the notification timeline on whether we have been awarded the grant. Chief Budge stated it will be sometime between September and December. If we are awarded, we will have 30 days to accept or decline, allowing the board to meet in regular session to discuss the award acceptance. Director Puente asked about the SAFER grant in 2012. Chief Budge stated that grant was to assist with the recruitment and retention of volunteers. Director Ponce stated that Woodburn has the highest tax city in the county. Chief Budge stated if we couldn't pass an increase in our levied tax, we would lay off some of the SAFER grant firefighters. The letter from the board would confirm that the board is committed to keeping the members, but it does not state that must keep them. Chief Budge believes it is in the realm of possible and feels confident in trying for the additional tax levy in 3 years when the grant funds are depleted.

Levy Renewal Project Update – This item was added to the agenda. Chief Budge gave a levy renewal update. Informational fliers will be sent out to voters at the beginning of May. They should be receiving the flyer about the same time that they receive the ballot. Chief will be presenting the levy message to Kiwanis, Rotary, and the Chamber of Commerce Greeters next week. Director Ponce encouraged the use of social media. Korrin has posted on our website but will also be posting on Facebook.

Action Items

Resolution 2024-15 – Included in the board packet was a resolution to increase the budget for a donation received from Bauman Farms Donation to the CERT program. CERT members staffed a first aid and CPR tent at Bauman Farms during their annual harvest festival. Board Chair Cotter read the resolution by title only.

Director Yager made a motion to approve Resolution 2024-15 as presented. The motion was seconded by Director Schaub. The motion carried unanimously.

Resolution 2024-16 – Included in the board packet was a resolution to increase budget revenues and expenses for the repair of an apparatus that was damaged at Station 24. The reimbursement excludes the \$1,000 insurance deductible.

Board Chair Cotter read the resolution by title only. Director Yager made a motion to approve Resolution 2024-16 as presented. The motion was seconded by Director Schaub. The motion carried unanimously.

PERS Workback MOU with Local 1660 – The board was provided with a copy of the proposed work-back MOU and separation rehire contract prior to the board meeting. Local 1660 representative, Chris Hart and the district shop steward, Joe Jacobucci, have signed the MOU. Members would be allowed to work back 12 months while remaining at the same pay and benefits that they had prior to retirement.

After discussion, Board Chair Cotter asked for a motion. Director Yager made a motion to approve the MOU. The motion was seconded by Director Schaub. The motion carried unanimously.

Executive Session

None

Miscellaneous Items & Recognitions

PERS Gold Star Award, Korrin Petersen – Korrin has received the Gold Star from PERS for filing all of the documents and payroll reporting on time last year. Korrin maintains good PERS records and ensures that our employee's retirement benefits are being filed properly. She also did an outstanding job in the preparation of the budget presentation.

Thank you, Love Santa Inc. – The district has received a thank you for helping raise money and wrap gifts for Love Santa Inc.

HFD Member Appreciation & Firefighter Life Save Recognition – We will be providing an appreciation dinner for the Hubbard Fire District in May and recognizing their member James Patterson for his life saving efforts at the fire on Settlemier in early March. James immediately jumped into action, placing a tourniquet on the patient after the cylinder explosion partially severed her leg. The quick action save the women's life.

Public Comment

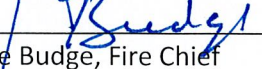
There were no comments from the public.

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

Next meeting will be held on: Wednesday, May 15, 2024.

APPROVED: 
Jerry Cotter, Board President

Date: May 15, 2024

ATTEST: 
Joe Budge, Fire Chief
Woodburn Fire District