

APPLEGATE VALLEY RFPD #9

BOARD OF DIRECTORS MEETING MINUTES

March 19, 2025

Training Building, 1095 Upper Applegate Rd., Jacksonville, OR 97530



1.0 CALL TO ORDER

Board Meeting called to order by Rob Underwood.
TIME: 4:03 PM

2.0 ROLL CALL

PRESENT: President Rob Underwood, Vice President Julie Barry, Secretary/Treasurer Mike Blaschka, Director Doug Stewart, Director Jeff Hoxsey

ABSENT:
None

OTHER STAFF & INVITED SPEAKERS: Chris Wolfard (*Fire Chief*), Dave Blakely (*Deputy Chief*), Tallie Jackson (*Admin Chief*), McKenzie Turnbull (*Logistics Chief*), Brian Mulhollen (*Fire Marshal*)

3.0 SPEAKERS AND GUESTS

Phil Turnbull – Klamath Marsh Fire
Steve Nelson – Fire Chief, Rural Metro

4.0 REVIEW OF MINUTES FROM PREVIOUS MEETING

The minutes of the February 19, 2025 Board meeting were reviewed and approved as written.

→ **MOTION:** Rob Underwood moved to approve the February 19, 2025 Board minutes as written. Jeff Hoxsey seconded the motion.

Motion carries as follows.

AYES Underwood, Barry, Blaschka, Stewart, Hoxsey

NAYS

5.0 FISCAL REPORT

Disbursement Voucher:

The following disbursements were discussed and clarified;
Cascade Fire Equipment – Pump for the new water tender build
C Bar C – Trailer locks for all the trailers
Longbow Computers – New server and computers

→ **MOTION:** Rob Underwood moved to approve the February 2025 expenditures as presented in the amount 212,098.11. Mike Blaschka seconded the motion.

Motion carries as follows.

AYES Underwood, Barry, Blaschka, Stewart, Hoxsey

NAYS

The Financial Report review:

No noted concern.

➔ **MOTION:** Rob Underwood moved to accept the February 2025 financials as presented. Jeff Hoxsey seconded the motion.

Motion carries as follows.

AYES Underwood, Barry, Blaschka, Stewart, Hoxsey

NAYS

6.0 FIRE CHIEF'S REPORT

Chief Wolfard highlighted the meeting with ISO and informed the board on the grants submitted.

Deputy Chief Report

Chief Blakely highlighted the incident call sheet.

Maintenance Officer Report

Chief Turnbull highlighted E51 crankcase being plugged.

Fire Marshal Report

Chief Mulhollen presented a consideration of prescribed fire requesting the support of the district. This would not involve being the implementor.

Recruitment & Retention Report

Aisha has resigned her position. The vacancy has been posted.

7.0 OLD BUSINESS

Policy Manual Review

Annexation

Both parties have agreed to postpone the court date until July 21st. The District is continuing process the annexation paperwork.

Ordinance to address False Alarms and Illegal Burning

Tabled to the June meeting.

Improvements/Remodel to HQ Fire Station

Chief Wolfard has applied for a grant to build a bay at Station 51.

Change in Fees to Transient Public with the District, Policy 10.3

Tabled to the June meeting.

2025/2026 Wage Plan

The wage plan with steps at 4% increase was presented to the Board.

Station 55 Housing

Chief Wolfard did more research on the rental situation at Station 55 and requested the board rescind the previous request to make it into student housing. The cost would be substantial to the District. Whereas turning Station 51 into student house would not impact the District as much financially. Chief requested Station 55 to be turned into a regular rental.

- **MOTION: Rob Underwood moved to rescind his motion from the February 2025 meeting. Mike Blaschka seconded the motion.**

Motion carries as follows.

AYES Underwood, Barry, Blaschka, Stewart, Hoxsey

NAYS

- **MOTION: Rob Underwood moved seek at regular renter at Station 55 and turn Station 51 into student housing after September 29th. Julie Barry seconded the motion.**

Motion carries as follows.

AYES Underwood, Barry, Blaschka, Stewart, Hoxsey

NAYS

Surplus 1999 International Type 5 Wildland Engine

Chief Wolfard requested permission to trade the Type 5 brush engine to Klamath Marsh for a Type 1 engine that is needed for ISO rating. Phil Turnbull expressed that the brush engine would be better suited for their start up non-profit organization.

- **MOTION: Rob Underwood moved to trade the brush engine for the type 1 engine. Julie Barry seconded the motion.**

Motion carries as follows.

AYES Underwood, Barry, Blaschka, Stewart, Hoxsey

NAYS

Rural Metro Agreement

Chief Wolfard presented the revised agreement with Rural Metro. Chief Wolfard advised signing the agreement with a revision to Rural Metro's new business name. Rob Underwood suggested adding 3.12 to allow amendments to the contract.

- **MOTION: Jeff Hoxsey moved sign the Rural Metro agreement with changes to their business name and adding. Rob Underwood seconded the motion.**

Motion carries as follows.

AYES Underwood, Barry, Blaschka, Stewart, Hoxsey

NAYS

8.0 NEW BUSINESS

Job Positions – Exempt/Non-Exempt

Chief Wolfard is working with SDAO and HR Answers to determine if the 3 division Chief positions are exempt or non-exempt.

9.0 ANNOUNCEMENT

- Awards Banquet, March 21st, 6pm
- Easter Egg Party, April 17th, 6pm
- Pancake Breakfast, May 17th, 8:30am
- Volunteer Appreciation Day at Cantrall Buckley – April 12th, 1 to 4pm
- Talk with the Chief at Wooldridge April 30th, 5 to 7pm

10.0 ITEMS TO BE ON NEXT AGENDA

11.0 ADJOURNMENT

Rob Underwood adjourned the meeting at 5:39 pm.


The next scheduled regular Board meeting will be held Wednesday April 16, 2025 @ 4 pm. Training Building 1095 Upper Applegate Rd.

Minutes Submitted by Tallie Jackson
Administration Chief

Approved By:



Board Secretary / Treasurer



Date