



Boardman Fire Rescue District Board of Directors
Meeting Minutes
June 12, 2025
Boardman Fire Station 81
911 S.W. Tatone St. – P.O. Box 2, Boardman, OR 97818

CALL TO ORDER, PLEDGE OF ALLEGIANCE & ROLL CALL: 6:00 p.m.

PRESENT

Directors: President Lisa Pratt, Vice President Loren Dieter, Director David Boor
Staff: Chief Mike Hughes, Executive Assistant Suzanne Gray, Fire Marshal Marty Broadbent, Battalion Chief/Training Officer Sam Irons, Captain/Fire Loss Officer Jeremy Gierke, Paramedic Del Turner
Absent: Directors Ken Browne & Luis Medel Rodriguez

PUBLIC COMMENT: None

AGENDA ADJUSTMENTS: None

PUBLIC HEARING REGARDING THE FISCAL YEAR 2025-2026 BUDGET: President Pratt opened the Public Hearing at 6:01 p.m. and stated this was the opportunity for members of the public to be heard regarding the 2025-2026 budget. Chief Hughes suggested the Public Hearing be kept open until the conclusion of Action Items in order to give the public as much opportunity as possible to comment.

DIRECTOR REPORTS – Chief Mike Hughes

1. Board Bylaws: Postponed to July when the new Board members take office. President Pratt asked that a Work Session and tour of the Fire District and Port properties be scheduled with the new Board members.

FIRE CHIEF’S REPORT – Chief Hughes

1. Columbia Development Authority (CDA) Land: Chief Hughes said BFRD’s attorney asked the update to the Board take place in Executive Session.
2. Type 6 Update: Chief Hughes said this would be covered during Captain Jeremy Gierke’s report.
3. Miscellaneous: Chief Hughes informed the Board of the resignation of Firefighter/Paramedic Zulema Gaytan, effective June 28th. Chief Hughes said she was an “awesome employee” and would be missed but it was an example of the ability of firefighter/paramedics to locate anywhere they want in the United States. Chief Hughes explained a long-time volunteer rolled into that position, and there were three staff members who would soon be ready to run paramedic-level calls in-District. Chief Hughes added that crew members have been flushing fire hydrants, an annual task done in partnership with the City of Boardman. Flow-testing occurs every five years.
4. Fiscal Year 2025-2026 Budget: Chief Hughes noted the budget documents were discussed at the May 6th Budget Committee Meeting. Chief Hughes recapped Form LB-35 – Bonded Debt, Resources & Requirements, GO (General Obligation) Bond 25.84.202. He asked for questions but there were not any.

CONSENT CALENDAR ITEMS

1. May 8, 2025 Regular Meeting minutes
2. May 6, 2025 Budget Committee Meeting minutes
3. Approve bills and payables

Vice President Dieter moved to approve the Consent Calendar Items with one minor correction to the May 8th Regular Meeting minutes; Director Boor seconded. Vote: President Pratt: Aye; Vice President Dieter: Aye; Director Boor: Aye. Motion carried.

ACTION ITEMS* – (**Not taken in the order listed on the agenda.*)

1. Approve Resolution #06-12-01-2025 – Supplemental Budget

The tax payer monies from the Morrow County Treasurer combined both property taxes for the General and Bond funds. He said he took full responsibility when they were deposited into the General Fund only. The supplemental budget action will transfer the necessary funds from the General fund into the Bond Money Market (\$177,317.00).

Director Boor moved to adopt Resolution #06-12-01-2025 – Supplemental Budget, as presented; Vice President Dieter seconded. Vote: President Pratt: Aye; Vice President Dieter: Aye; Director Boor: Aye. Motion carried.

2. Approve Resolution #06-12-02-2025 – GO Bond Budget

Chief Hughes said this was the amount from the Bond tax that the District would be paying out of this Fiscal Year (\$643,442.25).

Vice President Dieter moved to adopt Resolution #06-12-02-2025 – GO Bond Budget; Director Boor seconded. Vote: President Pratt: Aye; Vice President Dieter: Aye; Director Boor: Aye. Motion carried.

3. Approve Resolution #06-12-03-2025 – General Fund Budget

Chief Hughes said this was for the five General Fund Budgets (Personnel Services; Materials & Services; Capital Outlay; Debt Services; Contingencies).

Director Boor moved to adopt Resolution #06-12-03-2025 – General Fund Budget; Vice President Dieter seconded. Vote: President Pratt: Aye; Vice President Dieter: Aye; Director Boor: Aye. Motion carried.

4. Approve Resolution #06-12-04-2025 – HRA VEBA (Health Reimbursement Arrangement held within a Voluntary Employees' Beneficiary Association)

As background, Chief Hughes said it was agreed during union negotiations to switch from the Special Districts Insurance Services (SDIS) Regence Plan to an Oregon Fire Chiefs Association (OFCA) Health Benefit.

Vice President Dieter moved to adopt Resolution #06-12-04-2025 – HRA VEBA; Director Boor seconded. Vote: President Pratt: Aye; Vice President Dieter: Aye; Director Boor: Aye. Motion carried.

Chief Hughes then requested that the Board adopt the individual budgets.

5. Request Adoption of the 2025-2026 General Fund Budget

Director Boor moved to adopt the 2025-2026 General Fund Budget; Vice President Dieter seconded. Vote: President Pratt: Aye; Vice President Dieter: Aye; Director Boor: Aye. Motion carried.

6. Request Adoption of the GO Bond Budget

Vice President Dieter moved to adopt the 2025-2026 GO Bond Budget; Director Boor seconded. Vote: President Pratt: Aye; Vice President Dieter: Aye; Director Boor: Aye. Motion carried.

7. Request Adoption of the 2024-2025 Supplemental Budget

Vice President Dieter moved to adopt the 2024-2025 Supplemental Budget, as presented; Director Boor seconded. Vote: President Pratt: Aye; Vice President Dieter: Aye; Director Boor: Aye. Motion carried.

8. Approve 2025-2026 Health Benefits change from SDIS to OFCA Regence

Director Boor moved to approve the 2025-2026 Health Benefit change from SDIS to OFCA Regence; Vice President Dieter seconded. Vote: President Pratt: Aye; Vice President Dieter: Aye; Director Boor: Aye. Motion carried.

President Pratt called for comments from the public – none.

CLOSE PUBLIC HEARING: 6:19 p.m.

FIRE LOSS MANAGEMENT REPORT – Fire Marshal Marty Broadbent
Fire Marshal Broadbent reviewed his report on Inspections and Plan Reviews performed. He said due to wind conditions, burning will officially close June 13th.

TRAINING DIVISION REPORT – Battalion Chief/Training Officer Sam Irons

- Twenty-seven team members contributed a total of 290 training hours.
- Three CPR classes were held for a total of 25 students.
- Two Fire Extinguisher classes were taught to 22 students.
- Several team members worked on probationary test prep.

EMS REPORT – Paramedic Del Turner

- Sixty-nine EMS calls for service – 40 needed transport.
- Eleven interfacility transports (IFTs)

FIRE OFFICER'S REPORT – Battalion Chief Irons filling in for Captain Ethan Salata

- Total calls for the month: 105 (69 EMS, two natural cover fires, three vehicle fires, two chemical spills, three outside rubbish fires, four motor vehicle accidents, the remainder being no incident upon arrival--cancelled en route or false alarms).
- Trainings for wildland fire season.

MECHANICS DIVISION REPORT – Captain Gierke

- Captain Gierke did the final inspection on the second ambulance remount work being done in Las Vegas. After making a few minor changes, it should ship out next week.
- The plumbing is being done on one of the new Type 6 vehicles and the other just got back and is completed.
- Ambulance rotations were discussed.

FINANCIAL REPORTS – Chief Hughes

- A little heavy on overtime as a result of providing ambulance service countywide.
- Some adjustment needed on the EMS budgets but nothing surprising.
- The cost for assisting with the fires in California was \$82,000. California will pay the State of Oregon and Oregon will pay BFRD. The timing for receipt of payment is unknown.

COMMUNICATIONS

- Chief Hughes reviewed the letter from the First Lady of Oregon, Aimee Kotek Wilson, thanking BFRD for responding to the Los Angeles fires.
- Chief Hughes commended staff members for their hard work in making the landscaping around Station 81 look so good. President Pratt agreed, saying they've done an excellent job and the Station looked great.
- Executive Assistant, Suzanne Gray, said she would email the Board the Best Practices Assessment from the Special Districts Association of Oregon.

PRESENTATIONS/RECOGNITIONS – Chief Hughes

- This would have been the last meeting for Directors Browne and Rodriguez.

CLOSED DOOR SESSION

President Pratt said they would be returning to Open Session following the Executive Session. She then read the following: “Pursuant to Oregon State Executive Session ORS 192.610 to 192.690 – Hughes – ORS 192.660(d) To conduct deliberations with persons designated by the governing body to carry on labor negotiations. (i) To review and evaluate the employment-related performance of the chief executive officer of any public body, a public officer, employee or staff member who does not request an open hearing. (f) To consider information or records that are exempt by law from public inspection.”

Chief Hughes said people were welcome to come back after the Executive Session.

Entered into Executive Session: 6:46 p.m.

Returned to Open Session: 7:42 p.m.

REPORT OUT OF CLOSED SESSION

Vice President Dieter moved to increase the Fire Chief's salary by 4% and increase annual vacation accrual 36 hours, beginning July 1, 2025; Director Boor seconded. Vote: President Pratt: Aye; Vice President Dieter: Aye; Director Boor: Aye. Motion carried.

NEXT MEETING – Thursday, July 10th, 6:00 p.m.

ADJOURNED: 7:46 p.m.

Respectfully submitted by Roberta Lutchter