

# HOODLAND FIRE DISTRICT #74 SPECIAL BOARD MEETING MINUTES JANUARY 7, 2025

**Board Members:** Nora Gambée, Cliff Fortune, John Drake, and Terry Niedermeyer  
[Mary Ellen Fitzgerald (Absent)] Four voting members in attendance.

**Staff and Volunteers:** Jim Price; Fire Chief, Scott Kline; Division Chief, Brian Henrichs;  
Division Chief, and Kelli Ewing; Office Administrator

**Guests:** Meta Loftsgaarden (USFS), Nick Siebel (USFS), and Alex Cettie (Otak) [Zoom]

1. Call to Order: By Nora Gambée at 7:00 PM
2. Roll Call
3. Pledge of Allegiance: Led by Terry Niedermeyer
4. Persons to be Heard. None
5. Unfinished Business. None
6. New Business.
  - A. USFS Draft Agreement: Challenge Cost Share Agreement
    - i. Otak requests that the board review and vote on the documents by January 14, 2025. It is important to highlight that several sections of the agreement are non-negotiable due to Federal Government legal requirements. The USFS would like the agreement finalized by February 6, 2025.
    - ii. If the agreement is signed, Hoodland Fire will be able to submit billing to the USFS for the pre-construction work associated with the USFS additions.
    - iii. Exhibit A – Operating Plan
      - a. Phase One focuses on planning and development activities. The goal is to produce a comprehensive plan that outlines feasibility, identifies key locations, and ensures compliance with necessary regulations.

b. A decision on the location does not need to be made immediately. Conceptual plans will be developed to illustrate what the site could look like either at the Forest Service North Compound or with an expanded station at the Dorman Property. However, this work cannot begin until an agreement is in place.

c. Phase Two focuses on Construction and Implementation. Phase Two is contingent upon the conclusion of design in Phase One and Hoodland Fire District's ability to secure funding.

iv. Exhibit B – Financial Plan

a. The full agreement will be provided to the board by the close of business on Friday, January 10, 2025.

b. The current match is 50/50. The USFS will verify whether the match requirement can be reduced. HFD staff time can also be used towards the match so that more match funds can be freed up for alternative funding.

c. Feedback from Senator Merkley's office indicates that, due to Legislative changes, Federal funding is unlikely to be available for the next two years.

d. The USFS does not anticipate their portion of the project, exceeding \$5.6 million. If costs did exceed, they would make reductions on their spaces to meet that number. Language will be added to the agreement to reflect this.

7. Other New Business

A. Main Station Replacement Project 2nd Open House – January 23, 2025 at 5:00 PM

i. Postcard mailers will cost around \$2,100.00.

MOTION MADE: By John Drake to approve the cost of sending the postcard mailers for the 2nd Open House.

2ND: By Terry Neidermeyer

DISCUSSION: Some people do not use social media.

VOTE: Motion Passed. 4 Ayes. Nora Gambie (Aye), Cliff Fortune (Aye), Terry Neidermeyer (Aye), and John Drake (Aye) [Mary Ellen Fitzgerald (Absent)]

B. Upcoming Otak Presentation on January 14, 2025

- i. Agenda will include a Budget Update, Alternative Funding Update, Community Engagement Update, Vote results on the USFS Agreement, What has been accomplished since last month, and a 30 day look ahead.

C. Spreading the Word about the Main Station Replacement Project

- i. DC Scott Kline and Alex Cettie (Otak) have been actively attending public meetings across the District, including those with the Women's Club, CPOs, Lion's Club, Unidos, and others to provide information and answer questions about the Main Station Replacement Project.

- ii. Positive feedback was received at the Women's Club meeting. However, Nora expressed concerns regarding the presentation, stating that it was not well delivered, and the presenter was not dressed professionally. She also felt there was insufficient emphasis on the current station's poor condition. Nora recommended that DC Kline should lead future presentations.

D. Board Concerns regarding project contractors

- i. The Board expressed dissatisfaction with Otak's efforts to secure alternative funding. Chief Price suggested hiring a grant writer and DC Kline is currently in the process of interviewing candidates.
- ii. Frustration was voiced regarding delays in receiving the cost estimate from Mackenzie.

8. Executive Session. None

9. Adjournment

MOTION MADE: By Cliff Fortune to adjourn the meeting.

2ND: By John Drake

ADJOURNMENT: By Nora Gambee at 8:45 PM

Respectfully Submitted,

*Kelli Ewing*

Kelli Ewing, Office Administrator

Notes Typed By: Christi Harris, Administrative Assistant