HOODLAND FIRE DISTRICT #74
BOARD MEETING MINUTES
JUNE 9, 2026

Board Members: Nora Gambee, John Drake, Kirk Peterson, and Cliff Fortune. [Terry Niedermeyer (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: Gordon Sletmoe [SDAO] (Zoom)

1. Call to Order: By Nora Gambee at 7:00 PM

2. Roll Call

3. Pledge of Allegiance: Led by Kirk Peterson

4. Open The Budget Hearing To The Public – Persons to be heard regarding the budget. None.

5. Persons to be Heard on any Board Topic. None.

Out of Order

12. New Business

    A. Fire Chief Recruitment

        i. The Board reviewed the Fire Chief recruitment announcement, proposed advertising locations, and associated advertising costs.

        ii. Due to a scheduling conflict on August 19, 2026, the Board agreed to revise the recruitment timeline. The Special Board Meeting for the Assessment Center was rescheduled from August 19, 2026, to August 24, 2026, and the Special Board Meeting to consider a conditional offer was rescheduled from August 20, 2026, to August 25, 2026. The recruitment schedule and application window will be adjusted accordingly.

Resumed Order

6. Fire Station Project

A. Station Project Update

i. Footing excavation is complete and concrete is being poured. Conduit has been installed underground, and three dry wells were discovered during site work.

ii. Many large boulders were encountered during excavation. Currently evaluating opportunities to incorporate the boulders into the project, potentially as part of a retaining wall. Boulders are also being made available for free to any interested parties.

iii. DC Scott Kline offered to provide site tours for Board Members upon request.

iv. Work is underway to incorporate a training ground into the project design.

v. Salmon Valley Water has advised that only two water service connections will be provided, rather than the three connections that were requested. As a result, options are currently being evaluated to determine the most appropriate method for billing the Community Garden for its water usage.

vi. The existing asphalt has been removed from the site. The vault toilet is being removed and was determined not to require disposal at a hazardous materials facility.

7. Approval of Minutes

A. Board of Directors Meeting Minutes on May 12, 2026

MOTION MADE:	By Kirk Peterson to approve the Board of Directors Meeting Minutes on May 12, 2026.
2ND:	By Cliff Fortune
DISCUSSION:	None.
VOTE:	Motion Passed. 4 Ayes, 1 Absent. Nora Gambee (Aye), John Drake (Aye), Kirk Peterson (Aye), and Cliff Fortune (Aye). [Terry Niedermeyer (Absent)]

B. 1st Budget Committee Meeting Minutes on May 14, 2026

MOTION MADE:	By Kirk Peterson to approve the 1st Budget Committee Meeting Minutes on May 14, 2026.
2ND:	By Cliff Fortune
DISCUSSION:	None.
VOTE:	Motion Passed. 4 Ayes, 1 Absent. Nora Gambee (Aye), John Drake (Aye), Kirk Peterson (Aye), and Cliff Fortune (Aye). [Terry Niedermeyer (Absent)]

8. Communications

A. Board Upcoming Reminders

i. District Dinner – Monday, July 6, 2026, at 5:30 PM.

ii. Regular Board Meeting (Board Officer Elections) – Tuesday, July 14, 2026 at 7:00 PM.

iii. Special Board Meeting – Monday, July 27, 2026, at 7:00 PM.

9. Reports

A. Chief's Report: Fire Chief Jim Price

i. Recent meeting with the Auditor.

ii. The District responded to 73 calls during the month of May, bringing the year-to-date total to 363 calls. The average turnout time was 1 minute and 35 seconds, with an average time to arrival of 9 minutes and 27 seconds.

iii. Civil Service Meeting is upcoming.

B. Staff Report: DC Brian Henrichs.

i. Engine repairs at Hughes Fire are delayed.

ii. A new GMRS repeater has been installed at Kiwanis Camp.

iii. The compressor serving the training room HVAC system has failed, resulting in the loss of air conditioning and increased heating costs for the training room. Estimated repair costs range from $25,000 - $30,000. Staff are evaluating additional options.

C. Staff Report: DC Scott Kline

i. Pre-Application conference for additional buildings in the District.

ii. There is an upcoming Tiny Home Celebration at the RV Park. Hoodland Fire will have a table and an engine at the event and may request assistance from CERT.

iii. A kindergarten station tour was conducted with 28 children in attendance.

iv. Company inspections are scheduled for this month, with each shift assigned one inspection. Due to the limited number of buildings available for Company inspections, the inspections are being staggered to ensure sustainable rotation and maintain an ongoing inspection schedule in future years.

v. The Board discussed the process of selling the current Main Station property, including the need for asbestos mitigation prior to sale. Staff noted that it is premature to list the property until the full scope of the required asbestos mitigation and any other necessary work has been determined. Staff also noted that there have been several interested parties in the property.

vi. Board Member Nora Gambee requested to be invited to the inspection and walkthrough of the new fire station upon its completion.

10. Finance

A. Financial Memo

i. The Board reviewed the Financial Memo and updated budget reports. Staff reported that, at year-end, most budget categories were under budget. The few categories that exceeded budget were primarily related to the increased number of participants in the Volunteer Training Academy, including costs for uniforms, medical physicals, turnout gear, books, and other training-related expenses.

ii. Working with FEMA to pursue reimbursement for costs associated with the winter storm, which was declared a disaster.

iii. Work is continuing with Phase Two of the audit.

B. HFD Fire Station Project Costs

i. The project cost report has been updated.

11. Unfinished Business

A. Volunteer Relations Update

i. Volunteer Nick Miller is wrapping up coaching season and plans to schedule a VBA meeting soon.

ii. Staff reported a strong turnout of new volunteers at the station.

iii. Four new students have enrolled, bringing the total number to six students beginning in July.

B. Board Liaison Update

i. The CERT team is continuing with member interviews, recruitment efforts, and meetings.

ii. The Safety Committee completed a safety inspection of the Main Station. Staff are exploring options to install a boulder or additional bollard in front of the propane tank to provide additional protection from vehicles that may fail to stop in time.

12. New Business

B. First Reading to Delete Policy 110 Cell Phone Usage

i. The previous policy allowed members to have their personal cell phones on a District sub-account and reimburse the District for the service. No members are currently enrolled in this program, and it is no longer being utilized. Deleting the policy will eliminate an unnecessary administrative process and reduce potential liability associated with maintaining personal devices on a District account.

MOTION MADE:	By Cliff Fortune to approve the first reading to delete Policy 110 Cell Phone Usage.
2ND:	By John Drake
DISCUSSION:	None.
VOTE:	Motion Passed. 4 Ayes, 1 Absent. Nora Gambee (Aye), John Drake (Aye), Kirk Peterson (Aye), and Cliff Fortune (Aye). [Terry Niedermeyer (Absent)]

C. Mackenzie Additional Service Agreement

i. This additional service agreement with Mackenzie extends the planning and design process to include the training grounds. The expanded scope includes additional design work and the permitting required for the project.

ii. Costs associated with the underground infrastructure and site work will be funded through the bond proceeds. Costs related to the training tower structure will be funded from the Facilities and Firefighting Equipment (FFFE) Reserve.

iii. Otak is not charging any additional fees currently. Inline's cost estimate will be provided after Mackenzie completes the design plans.

iv. Discussion on Gresham Fire's new modular training tower and how the work was completed by Inline.

v. Staff is evaluating modular training tower options that can be expanded in the future as funding and operational needs allow.

vi. Staff reported that a Request for Proposals (RFP) will be issued to solicit proposals for the training tower.

MOTION MADE:	By John Drake to accept the Mackenzie Additional Service Agreement.
2ND:	By Cliff Fortune
DISCUSSION:	None.
VOTE:	Motion Passed. 4 Ayes, 1 Absent. Nora Gambee (Aye), John Drake (Aye), Kirk Peterson (Aye), and Cliff Fortune (Aye). [Terry Niedermeyer (Absent)]

D. Agenda Suggestions for Next Month's Meeting.

i. Update on the status of the Community Garden water billing issue.

13. Motion To Pay Bills

MOTION MADE:	By Kirk Peterson to Pay the Bills as submitted.
2ND:	By Cliff Fortune
DISCUSSION:	None.
VOTE:	Motion Passed. 4 Ayes, 1 Absent. Nora Gambee (Aye), John Drake (Aye), Kirk Peterson (Aye), and Cliff Fortune (Aye). [Terry Niedermeyer (Absent)]

14. Close Budget Hearing

A. Approve final Budget for Fiscal Year 2026-2027

MOTION MADE: By Cliff Fortune to approve final Budget for Fiscal Year 2026-2027.
2ND: By John Drake
DISCUSSION: None.
VOTE: Motion Passed. 4 Ayes, 1 Absent. Nora Gambee (Aye), John Drake (Aye), Kirk Peterson (Aye), and Cliff Fortune (Aye). [Terry Niedermeyer (Absent)]

B. Resolution #2026-01: Adopting the Fiscal Year 2026-2027 Budget, Making Appropriations, Imposing the Tax, and Categorizing the Tax.

MOTION MADE: By Cliff Fortune to approve Resolution #2026-01: Adopting the Fiscal Year 2026-2027 Budget, Making Appropriations, Imposing the Tax, and Categorizing the Tax.
2ND: By John Drake
DISCUSSION: None.
VOTE: Motion Passed. 4 Ayes, 1 Absent. Nora Gambee (Aye), John Drake (Aye), Kirk Peterson (Aye), and Cliff Fortune (Aye). [Terry Niedermeyer (Absent)]

15. Board Member Comments

A. Cliff – Questions about grants. The Energy Trust Grant is in process, and other grants are being explored for the training grounds. We might have a person interested in the volunteer grant writer position.

16. Executive Session. None

17. Other New Business. None

18. Adjournment

MOTION MADE: By John Drake
2ND: By Cliff Fortune
ADJOURNMENT: By Nora Gambee at 8:27 PM

Respectfully Submitted,

Kelli Ewing

Kelli Ewing, Office Administrator
Notes Typed By: Christi Harris, Administrative Assistant