

**HOODLAND FIRE DISTRICT #74**  
**SPECIAL BOARD MEETING MINUTES**  
**MARCH 24, 2026**

**Board Members:** Nora Gambee, John Drake, Kirk Peterson, Cliff Fortune, and Terry Niedermeyer. Five voting members in attendance.

**Staff and Volunteers:** Jim Price; Fire Chief, Scott Kline; Division Chief

**Guests:** Bill Judge (Inline), Jordan Fell (Inline), Cathy Bowman (Mackenzie) [Zoom], Alex Cettie (Otak) [Zoom], Dave Linz (Otak) [Zoom]

1. Call to Order: By Nora Gambee at 6:59 PM
2. Roll Call
3. Pledge of Allegiance: Led by Nora Gambee
4. Persons To Be Heard. None.
5. New Business
  - A. Fire Station Project Update
    - i. Mackenzie Update
      - a. Design is about 90% complete, Inline will start taking the lead. All documents have been submitted to Clackamas County for review, including early site package and building package.
      - b. Plumbing permits have been issued, building permit review process will be started once fees have been received.
    - ii. Geotech Proposal – Columbia West
      - a. Billing for actual hours and testing that is completed so amount may be less than the price listed.
    - iii. Special Inspection Proposal – Carlson Testing
      - a. Billing for actual work completed. Four companies came out with bids. Carlson came in at lowest price and has done work with Hoodland before and done a good job.

MOTION MADE: By Cliff Fortune to approve Fire Chief Jim Price signing the Columbia West and Carlson Testing, Inc. contracts pending legal review.  
2ND: By Kirk Peterson  
DISCUSSION: None.  
VOTE: Motion Passed Unanimously, 5 Ayes. Nora Gambée (Aye), John Drake (Aye), Kirk Peterson (Aye), Cliff Fortune (Aye), and Terry Niedermeyer (Aye).

iv. Inline Commercial Construction Contract

- a. Reviewed contract which includes A201-17 General Conditions and AIA A133-2019, exhibits, and Supplemental General Conditions. Legal team has already reviewed it and necessary changes have been made.
- b. Penalties for the project currently include \$500 per day for failing to complete on time. Inline has indicated that they feel confident about staying on schedule and meeting the timeline. The Board has discussed a modification to increase the penalty to \$1,000 per day for late completion. Inline has never previously been assessed liquidated damages on any project.

MOTION MADE: By Terry Niedermeyer to approve Inline's AIA package with the exception that the \$500 daily penalty fee is changed to a \$1,000 daily penalty fee.  
2ND: By Cliff Fortune  
DISCUSSION: None.  
VOTE: Motion Passed Unanimously, 5 Ayes. Nora Gambée (Aye), John Drake (Aye), Kirk Peterson (Aye), Cliff Fortune (Aye), and Terry Niedermeyer (Aye).

v. Early Work Amendment

- a. Includes site surveying, dirt removal, slab on grade, utilities, masonry. Full electrical, mechanical and full plumbing packages are included as well.
- b. 5 – 10 proposals on all scopes of work and all except HVAC came in under what they estimated.
- c. Priority add back list so if there is money that is timely, then we could add certain elements back into the project that are bond fund related.

d. Training grounds will be flattened down and have gravel but will not be paved at this point.

MOTION MADE: By Terry Niedermeyer to accept Inline's Exhibit A GMP Early Site Package for \$8,745,919.00.

2ND: By Kirk Peterson

DISCUSSION: None.

VOTE: Motion Passed Unanimously, 5 Ayes. Nora Gambee (Aye), John Drake (Aye), Kirk Peterson (Aye), Cliff Fortune (Aye), and Terry Niedermeyer (Aye).

iv. Groundbreaking Ceremony – Saturday, April 4, 2026, at 11:00 AM

a. Discussed timeline, speakers, shovels, and photos.

b. Press Release to Portland News Media going out and The Mt. Times has been notified.

B. First Reading of Changes to Policy 901 Fire Chief Job Description

i. Discussion on the changes to the "at will" language that was previously in the description on page five of the policy.

MOTION MADE: By Kirk Peterson to Approve the First Reading of Policy 901 Fire Chief Job Description

2ND: By John Drake

DISCUSSION: None.

VOTE: Motion Passed Unanimously, 5 Ayes. Nora Gambee (Aye), John Drake (Aye), Kirk Peterson (Aye), Cliff Fortune (Aye), and Terry Niedermeyer (Aye).

C. Fire Chief Recruitment Timeline Update

7. Other New Business. None.

8. Adjournment

MOTION MADE: By Nora Gambee

ADJOURNMENT: By Nora Gambee at 8:33 PM

Respectfully Submitted,

*Kelli Ewing*

Kelli Ewing, Office Administrator

Notes Type By: Christi Harris, Administrative Assistant