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# JACKSON COUNTY FIRE DISTRICT 4

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21200 HWY 62 • SHADY COVE, OR • 97539 • (541) 878-2666

## Board of Directors Meeting- Minutes

Held at Jackson County Fire District #4

21200 OR-62, Shady Cove 97539

Minutes for January 8<sup>th</sup>, 2025 @ 1:00 PM

1. Meeting called to order at 1:00 PM by President Krutsch.
2. **Roll Call-** President Krutsch- present, Director Hughes- present, Director Higgs- present, Director Schumacher- present, Director Winfrey, present, Chief Crume- present.
3. **VISION AND MISSION-** Director Hughes
  - **Vision:** to reduce and/or eliminate risk from fire, rescue, and medical events in the Upper Rogue Communities we serve.
  - **Mission:** To protect life and property through all hazard emergency response services, public education and prevention activities.
4. **Minutes-** December 11<sup>th</sup>, 2024 regular board meeting minutes were reviewed. President Krutsch and Director Schumacher noted that moving forward, minutes need to include the name of each member and how they voted in regards to a motion. Director Schumacher proposed a motion to approve the minutes of the Regular Board of Directors Meeting of December 2024 as presented. Director Higgs seconded the motion. President Krutsch, Director Hughes, Director Higgs, Director Schumacher and Director Winfrey voted in favor of the motion- vote was passed unanimously.
5. **Financial Review-** The Revenue, Expenditure, Accounts Payable, and Credit Card Ending balance reports for December 2024 were reviewed. The Firewise Grant money has been received (\$75,000 in total).

The Fuel Reduction category in the budget was also discussed: there is a provision in the grant to pay a contractor for work if needed, as of right now the program has the bandwidth. We are at 61% of the budget in this category (approximately 11% overbudget for the fiscal year).

The Uniform and Personal Protection Equipment and the Office and Technology Supplies and Equipment categories are tracking at 106% and 107% respectively. There are no more expenditures in these categories expected for the rest of the fiscal year.

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Director Winfrey inquired as to a duplicate post on the Check detail (check #18878 for Minuteman Press) it is a QuickBooks error in reporting, not a duplicate charge.

Director Hughes asked for clarity in regards to the process of purchasing medical supplies. Chief Crume said they are negotiating with Mercy Flights to get supplies through them next year, as it would save the station a substantial amount of time and money in the long run. Currently, fire fighter Taylor Wold is responsible for overseeing the inventory and purchasing things as needed.

A purchase for a watercooler was also noted, Chief Crume said the station's water quality is poor and a reverse osmosis system would be just as, if not more, expensive to purchase and maintain.

Director Winfrey proposed a motion to approve the reports as presented. Director Schumacher seconded the motion. President Krutsch, Director Hughes, Director Higgs, Director Schumacher and Director Winfrey voted in favor of the motion- vote was passed unanimously.

## 6. Public comment-

- a. Prospect Fire Chief Lyle was in attendance, and complimented the festivity of the Christmas party as well as the uniforms of the board members.

## 7. Informative Items-

- a. Monthly status report was reviewed by Chief Crume. He noted the Strategic Plan is due for an update in 2025, more information forthcoming. E30 required new lighting, LED was updated at the expense of \$5,000 and is a much more suitable source of light now. Chief applied for a FEMA AFG grant for a new Type 6 Wildland Fire engine and a regional AFG for firefighter medical physicals. President Krutsch inquired as to the average response time on a call, which is approximately 6 minutes in town or 8 minutes out of town.
- b. CWRR Update- Prospect Fire Chief Lyle was in attendance and provided the following overview: we are one year into the program as of September 2024. There are two full-time guys thinning, hauling, chipping and limbing debris. They have the bandwidth to go above and beyond for the community right now as they recognize need currently outweighs ability. Lyle has applied for an additional \$75,000 grant to cover extra expenditures they may encounter. So far Prospect and Shady Cove has received equal attention, but he did note that Prospect has a little more need socioeconomically.



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Chief Lyle detailed the process by which they inspect a property: typically, the assessments are kept to the guidelines of 100 feet from the primary residence, but in some instances, it was deemed pertinent to make an exception and extend the boundary. Tax paying businesses also qualify for the service. Any fire hazards are noted, and debris is cleared to the best extent of their abilities.

Kathleen of the Prospect Fire Department also noted that the State Fire Marshall's expanded the coverage for the \$250 dollar grant for residents who complete the inspection through the program in Shady Cove (was formerly only offered to residents in Prospect).

## 8. Old Business –

- a. Policies and procedures: tabled until next meeting.
- b. Tax Levy- Resolution 25-01 was presented and reviewed. Chief proposed an increase of \$.11 cents up from the last levy, which would make the new rate \$1.10 per \$1,000 assessed property value. Director Schumacher proposed a wording change on the Explanatory Statement (District SEL-803), Chief Crume will update and resubmit at the next meeting. Director Higgs proposed a motion to approve Resolution 25-01 as modified, and Director Hughes seconded. President Krutsch, Director Hughes, Director Higgs, Director Schumacher and Director Winfrey voted in favor of the motion- vote was passed unanimously.
- c. Credit Card update- Banner Bank has not been able to adjust credit limits since the board voted to modify them due to procedure.
- d. Capital Project for Station Upgrades was discussed. Plan B is looking like the most realistic option (to remodel the current grounds) There is 108 million dollars available to Emergency Operation Centers, Chief is highly interested in assuming the designation as it would open us up to a new pool of grants to apply for. The Federal Government doesn't recognize Special Districts. Michelle is putting in an application to be an SAA.

## 9. New Business-

- a. Board Member Elections- two positions (#2 and #3) are up for reelection in May. Director Hughes will not be running again, and Director Winfrey is undecided. Candidate filing begins on February 8<sup>th</sup>, 2025 and ends on March 24<sup>th</sup>, 2025.

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- b. Property Annexation for Jerry Geerdes was considered. It was noted that he is within a coverable range of our district, and they had solar panels installed that can't be used until their annexed into a fire district. There was a condition that had to be met before this could be considered, which was fixing the driveway to accommodate the fire engine. The road has since been updated.

Director Schumacher proposed a motion to approve the annexation of Jerry Geerds property (Township 34, Range 1E, Tax lot #300) and Director Winfrey seconded the motion. President Krutsch, Director Hughes, Director Higgs, Director Schumacher and Director Winfrey voted in favor of the motion- vote was passed unanimously.

On a separate but related note, Chief Crume discussed the possibility of forced annexation. After the tax levy, we will aim to annex more properties within 5 miles of the fire station- if the properties opt out, they will be ineligible for fire insurance. There is a \$1,000 fee for an annexation application but all properties can be submitted under just one application. If 10% of the properties object, it goes to a vote but properties within 5 miles can't vote out.

- c. Alliance Update- the next meeting will be held January 28<sup>th</sup>, 2025.

## **10. Topics Following the Preparation of the Agenda-** President Krutsch

- a. Next meeting will be held February 12<sup>th</sup>, 2025 at the regular place and time.

## **11. Good of the Order-**

- a. The Annual Awards Banquet will be held on March 8<sup>th</sup>, 2025 from 5-7 PM @ Trail Christian Fellowship.

## **12. Individual Board Comments-**

## **13. Adjournment-** President Krutsch adjourned the meeting at 2:58 PM

Minutes Submitted by: **Briauna Castle**

Minutes Approved by:

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