



JACKSON COUNTY FIRE DISTRICT 4

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

Board of Directors Meeting- Minutes

Held in the Shady Cove City Hall Building

22451 OR-62, Shady Cove 97539

Minutes for November 13th, 2024 @ 10:00 AM

1. Meeting called to order at 10:00 AM by President Krutsch.
2. **Roll Call-** President Krutsch- present, Director Hughes- present, Director Higgs- absent, 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-** October 9th, 2024, regular board meeting minutes were reviewed. Director Schumacher proposed a motion to approve the minutes of the Regular Board of Directors Meeting of October 2024 as presented. Director Hughes seconded the motion. A vote was cast and passed unanimously.
5. **Richard Brewster CPA-** the previous fiscal year audit report was reviewed. Director Hughes proposed a motion to approve the audit report as presented, and Director Schumacher seconded the motion. A vote was cast and passed unanimously.
6. **Financial Review-** The Revenue, Expenditure, Accounts Payable, and Credit Card Ending balance reports for October 2024 were reviewed. Director Hughes proposed a motion to approve the reports as presented. Director Winfrey seconded the motion. A vote was cast and passed unanimously.
7. **Public comment-**
8. **Informative Items-**
 - a. Monthly status report was reviewed by Chief Crume.
 - b. CWRR Update- Kathleen is looking to hire several people to work through the winter. They are ready to complete assessments for anyone who is interested.

Mailing Address • P.O. Box 1400 • Shady Cove, OR • 97539-0394



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9. Old Business –

- a. Policies and procedures: Operational support assignments were reviewed. A system has been designed for collateral duties, essentially to create a chain of operation through management labels. It was also noted that we did not have a great reporting system previously but Chief Crume is taking steps to rectify the oversight. Processes for investigative reports and fitness policies are also in the works.
- b. Tax Levy- documents reviewed. We currently see a 3% growth each year. After consideration, Director Greg Winfrey proposed a motion to go after a \$1.10 levy. Director Schumacher seconded the motion. A vote was cast and passed unanimously.
- c. Building project- the station won a \$75,000 grant for a Firewise Garden. A draft is in the works for proposal. Our goal is to work with contractors to coordinate landscaping into the building proposals.

10. New Business-

- a. OFDDA Review, Director Schumacher. Public Capital Group was mentioned as a possible Lender for building. She also discussed the price increase for SDAO and reviewed federal OSHA restrictions and recommendations for empty lots.

11. Topics Following the Preparation of the Agenda- President Krutsch

- a. Next meeting will be held December 11th, 2024 (10 AM) at the Shady Cove Public Library.

12. Good of the Order-

13. Individual Board Comments-

14. Adjournment- President Krutsch adjourned the meeting at 12:33 PM

Minutes Submitted by: **Briauna Castle**

Minutes Approved by:
