

**Molalla Rural Fire Protection District No.73**

**Board of Directors Meeting  
320 N Molalla Ave, Molalla, OR  
Wednesday January 15, 2025**

1 **Directors Present:** President Mike Towner, Vice President Todd Gary, Secretary Brian Wolfe, Member  
2 Steve Long and Member Brian Lister.

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4 **Directors Absent:** None.

5  
6 **Others Present:** Chief Vince Stafford, Office Administrator Melissa Goodwater, Staff members Lt.  
7 Dustin Hamilton, Rob Boren, Jeff Corless, Kalle Goforth and Evan Fawcett, volunteer Katelyn Wilson and  
8 retired Lt. Byron Wakefield via Zoom link.

9  
10 **Call to Order:** The 737<sup>th</sup> meeting of the Board of Directors of Molalla Rural Fire Protection District #73  
11 was called to order by President Mike Towner at 9:32am with no objections from the members.

12  
13 **Flag Salute:** Todd Gary

14  
15 **Approval of the December 18, 2024 Regular Meeting minutes as follows:**

16  
17 Brian Wolfe moved to accept the minutes as submitted, Brian Lister seconded the motion. The motion  
18 carried 5/0.

19  
20 **Bills and General Ledger:** Todd Gary questioned the Les Schwab invoice for remounting the correct tires  
21 on a water tender. The incorrect size tires were originally mounted, this invoice was for the difference  
22 between the wrong tires and the correct ones. No remount charge was incurred.

23  
24 After review of the Check Report presented to the Board, Todd Gary moved to pay the bills as presented.  
25 Brian Wolfe seconded the motion. The motion carried 5/0.

26  
27 **Call to the Public:** None. Melissa Goodwater confirmed there was no public Zoom attendance, write-ins  
28 or conference call-ins.

29  
30 **Volunteer Association President Report:** James Hird was unable to attend the meeting but sent word that  
31 he had nothing to report as there was no association meeting last month.

32  
33 **Financial Review:** Melissa Goodwater informed the Board all quarterly and year-end payroll reports have  
34 been submitted with the exception of the Oregon Paid Leave in which she is waiting for instructions from  
35 The Hartford for claims reports. W-2's have been printed and will be distributed by the end of the week.

36  
37 **Old Business:**

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39 OB-1 Urban Renewal: Chief Stafford stated that the district might use the urban renewal funds  
40 along with the Bond. Building is progressing with warehouses to go in across from Bi-  
41 Mart.

42  
43 OB-2 Antique Buffalo Engines: None. Mike Towner asked that this be removed from future  
44 agendas and moved to the volunteer association agenda.

45  
46 OB-3 Ambulance Billing Contract Review: Chief Stafford informed the Board that the district  
47 attorneys have drafted the RFP and that he is working out the details as far as advertising  
48 dates and other required deadlines. A review committee was put together to include Chief  
49 Stafford, Mike Towner, Brian Wolfe, Melissa Goodwater and one other staff member  
50 will be needed.

51  
52 OB-4 NFPA 152 Physicals. The district is moving ahead with Dr. Rosborough and Dustin  
53 Hamilton is putting together who will need the physicals. This year will be the combat

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54 volunteers which is about 40 people and will be held on a Thursday evening and all day  
55 on a Saturday in March.

## 56 New Business:

57

58 NB-1 Grants and Class Updates: Byron Wakefield told the Board that the PHTLS class is on  
59 January 28<sup>th</sup>, nothing with FEMA at this time, AFG will be announced in February,  
60 nothing from SAFER yet and we should hear about the solar grant next month. Dustin  
61 Hamilton said that the Firefighter II class was successful and that both Firefighter I and II  
62 will continue to be held yearly. He is also working with DPSST and Brassroots Training  
63 on upcoming classes.

64

65 NB-2 District Funding and Operations: Chief Stafford stated that call volume is up and we  
66 have had 16 codes in 2-1/2 months along with a couple of heavy extrications. Chief said  
67 that he, Lt. Penunuri and Lt. Hupp will be meeting with the county to discuss the new  
68 ASA and the METCOM and CCOM compatibility with 911 dispatch. Chief let the  
69 Board know that Lt. Penunuri and FF Joe Shinen left on the 11<sup>th</sup> to take a water tender to  
70 California to help with the wildfires. They are on a 14-day deployment with 4 days travel  
71 time.

72

73 NB-3 Resolution 01-15-25. Resolution appropriating unanticipated FEMA Disaster Relief  
74 Funds for Category B – Emergency Protective Measures during the 2024 Clackamas  
75 County Ice Storm to Personal Services and Materials & Services.

76

Todd Gary made a motion to approve Resolution 01-15-25 as read. Steve Long  
77 seconded the motion. The motion carried 5/0.

78

79  
80 NB-4 Items That May Come Before the Board. Chief Stafford pointed out the collection rate  
81 spreadsheet received by Central Coast Medical Billing showing a four-year trend 95%  
82 overall. He also showed the board the survey of the billing company by staff members  
83 the board requested. Discussion was held regarding a renewal of the bond for the May  
84 2025 election. Chief Stafford reviewed the planning schedules submitted from SDAO  
85 drawn up by David Ulbricht. Todd Gary would also like to see how much of the budget  
86 would have to be set aside to put enough in reserves to make it without a bond.

87

Todd Gary made a motion to move ahead with a renewal of a 10-year bond at  
88 \$0.26/1000 in the May 2025 election. Brian Wolfe seconded the motion. The  
89 motion carried 5/0.

90

91

92 **Correspondence:** None.

93

94 **Chief's Report:** In addition to the Administration Report in the Board Packet, Chief Stafford told the  
95 Board that we have two new students and one more open position with three people interested in it. Chief  
96 Stafford also asked the Board if the March meeting could be moved to March 12<sup>th</sup> because he will be  
97 attending a training the week of the 17<sup>th</sup>. The Board had no objections. Chief Stafford stated that the  
98 Union had requested to open their contract for negotiations. The Board had no opposition and Todd Gary  
99 would be willing to assist.

100

101 **Good of the Order:** A memorial service for the daughter of a past volunteer will be on the 26<sup>th</sup>. We did  
102 transport a member of our staff to the hospital and they are doing much better.

103

104 **Open Agenda:** Steve Long wanted to let the crews of Molalla and Clackamas Fire know that he thought  
105 they did a good job at a vehicle crash on Leabo. Chief Stafford stated that Molalla Fire has a good working  
106 relationship with Clackamas Fire. Mike Towner also thanked the crews for their hard work.

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Meeting adjourned at 10:26am.

Lelei Jones  
Bill Wolfe

Board Member  
Board Member

2-19-25 (Date)  
2/19/25 (Date)