

**Molalla Rural Fire Protection District No.73**  
**Board of Directors Meeting**  
**320 N Molalla Ave, Molalla, OR**  
**Wednesday December 20, 2023**

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

3  
4 **Directors Absent:** Member Steve Long.

5  
6 **Others Present:** Chief Vince Stafford, Administrative Assistant Melissa Goodwater, Staff Members Capt.  
7 Clint Shaver, Lt. Mike Penunuri, Lt. Byron Wakefield, Robert Toumbs, Loren Johnson and Student David  
8 Nelson.

9  
10 **Call to Order:** The 724<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 9:30am with no objections from the members.

12  
13 **Flag Salute:** Todd Gary.

14  
15 **Adjourn to the Joint Meeting of the District Board of Directors and Local Contract Review Board:**

- 16  
17 1. Meeting was called to order at 9:31am by President Mike Towner.  
18 2. Review of the resolution to opt out of the Attorney General's model Public Contracting Rules  
19 and amending public contracting rules for the District.  
20 3. Call to the Public: Melissa Goodwater verified that there were no ZOOM requests, mail-in  
21 comments or conference call-ins.  
22 4. Resolution 12-20-23A Joint Resolution of the Board of Directors and Local Contract Review  
23 Board Opting Out of the Attorney General's Model Public Contracting Rules and Amending  
24 Public Contracting Rules for the Molalla Rural Fire Protection District #73.

25  
26 

Todd Gary made a motion to approve Resolution 12-20-23A as written. Brian Wolfe  
27 seconded the motion. The motion carried 4/0.

- 28  
29 5. Meeting adjourned at 9:32am

30  
31 **Regular Meeting resumed at 9:33am**

32  
33 **Approval of the November 15, 2023 Regular Meeting minutes as follows:**

34  
35 

Brian Wolfe moved to accept the minutes as submitted, Todd Gary seconded the motion. The motion  
36 carried 4/0.

37  
38 **Bills and General Ledger:**

39  
40 

After review of the Check Report presented to the Board, Brian Lister moved to pay the bills as presented.  
41 Todd Gary seconded the motion. The motion carried 4/0.

42  
43 **Call to the Public:** None. At this time Melissa Goodwater also confirmed there was no public write-in,  
44 Zoom attendance or call-ins.

45  
46 **Financial Review:** Melissa Goodwater stated that the liability insurance premium increased by 13.5% due  
47 to the increase in payroll and replacement values of apparatus. Conflagration reimbursement was received  
48 from OSFM for the Smith River Complex, there is a resolution to appropriate funds in New Business. Final  
49 audit numbers were given to the auditors yesterday. The filing fee for the financial statement with the  
50 Secretary of State increased from \$250.00 to \$300.00. The initial check was voided and reissued for  
51 signature today. Chief Stafford reviewed the adjustments in the Debt Service Fund for the Bond due to  
52 changing from accrual to cash basis.

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54 **Old Business:**

- 55
- 56 OB-1 Urban Renewal: The bond for the new police station passed by 6 votes.
- 57
- 58 OB-2 Antique Buffalo Engines: None.
- 59
- 60 OB-3 C800 Upgrade Progress: None.
- 61

62 **New Business:**

- 63
- 64 NB-1 Grants and Class Updates: None.
- 65
- 66 NB-2 District Funding and Operations: Chief Stafford will be gone during the next Board
- 67 Meeting on January 17<sup>th</sup>. The Board was okay with him attending via ZOOM. Lt. Mike
- 68 Penunuri and Canby BC Matt Dale held two days of Civil Service testing. The
- 69 uncertified lists have been posted and interviews are being scheduled. Byron Wakefield
- 70 is retiring the end of January and might be doing a work-back for a couple of months to
- 71 help train the new hires and possibly a joint academy with Canby Fire.
- 72
- 73 NB-3 Resolution 12-20-23B Appropriating Unanticipated Conflagration Funds. Molalla Fire
- 74 District received \$31,303.42 reimbursement funds from Oregon State Fire Marshal for
- 75 the Smith River Complex to appropriate to Personal Services and Capital Outlay.
- 76
- 77 Todd Gary made a motion to approve Resolution 12-20-23B as written. Brian

78 Lister seconded the motion. The motion carried 4/0.
- 79
- 80 NB-4 Items That May Come Before the Board. Byron Wakefield reviewed some of the upfront
- 81 costs of the Solar Grant for Mulino. Mike Towner asked for updated information
- 82 regarding the school district going out for a Bond in May. Chief Stafford stated that we
- 83 would be waiting a year to go for ours due to the bond payments going into 2024. He
- 84 will be contacting the Tax Assessor to get clarification on the tax implications. Chief
- 85 Stafford mentioned that Ed Stafford and Cassandra Ulven will be leaving as Civil Service
- 86 Commissioners next year and will need to be replaced.
- 87

88 **Correspondence:** None.

89

90 **Chief's Report:** In addition to the Administration Report, the Chief clarified some of the ASA boundary

91 review with the county and also discussed what the drainage upgrade will be for the Mulino station. He

92 also informed the Board that he will be out for knee surgery December 26<sup>th</sup> to return January 2<sup>nd</sup>.

93

94 **Volunteer President Report:** None.

95

96 **Good of the Order:** Liz Williams has been ill and continues to improve. Chris Wakefield has had kidney

97 stone removal surgery. Flowers were sent to Linda Wakefield for the passing of her father.

98

99 **Open Agenda:** None.

100

101 **Adjourn to Executive Session 192.660(2)(a) at 10:04am**

102

103 **Return to Regular Meeting at 10:13am**

104

105 **Meeting Adjourned at 10:14am.**

106

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107  
108  
109  
110

Wheeler

Board Member

1-24-24 (Date)

Bill Wolfe

Board Member

1-24-24 (Date)