POLK COUNTY FIRE DISTRICT NO.1

BUDGET MEETING

MAY 13, 2025

6:30 PM-CENTRAL STATION

LOCATION: Central Fire Station, 1800 Monmouth St., Independence, OR 97351. Public comment will be allowed.

Virtual Meeting Link:

<https://us02web.zoom.us/j/83280363029?pwd=NGRDbTVmOHJNMIRQR3ZSV055Um1wZz09>

Meeting ID: 832 8036 3029 - Passcode: 801072

Public/Audience Input: Public opinion is welcome. Please sign-up on the sheet located at the entrance of the classroom. Indicate your name, address, and budget topic to be discussed. Discussion will be limited to three minutes.

WELCOME/ LOGISTICAL/ INTRODUCTION OF MEMBERS/ ROLL CALL:

Jeff Hamilton Greg Showell (virtual) ABSENT:

Cord Von Derahe Mary Carlson (absent) Dan Miller

Mike Lippsmeyer Michael Hasson (virtual)

Curtis Cole Freeman Stutzman

Timothy Pope

STAFF: ABSENT:

Fire Chief Ben Stange

DC Neal Olson

DC Frank Ehrmantraut

FM/DC Troy Crafton

Office Administrator Stephanie Hale

Office Assistant Maliyah Thompson

MEETING CALLED TO ORDER:

Jeff Hamilton called the Budget Committee Meeting to order at 6:30pm followed by the Pledge of Allegiance. Meeting minutes will be recorded and kept for 60 months.

APPOINTMENT OF BUDGET COMMITTEE CHAIRPERSON:

Jeff Hamilton – Asked for nominations for a Budget Committee Chairperson.

Cord Von Derahe – Motion to nominate Jeff Hamilton as Chairperson.

Greg Showell – Second.

Jeff Hamilton – All in favor – none opposed – Jeff Hamilton approved as Chairperson.

APPROVAL OF AGENDA:

Chairperson Jeff Hamilton – Asked for approval of Agenda.

Cord Von Derahe – Motion to approve the Agenda as stated.

Curtis Cole – Second.

Chairperson Jeff Hamilton – All in favor – opposed, none – motion carried.

Chairperson Hamilton stated that he will turn the meeting over to Chief Stange for the Budget presentation.

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BUDGET MESSAGE FROM CHIEF STANGE:

Chief Stange – Read aloud the Budget Message and Transmittal Letter for Fiscal Year 2025-26.

He reviewed the six Funds; General Fund, Equipment Reserve Fund, Grant Fund, Mark and Mildred Laudahl Fund, Bond Capital Projects Fund and the Bond Debt Service Fund. He then moved on to Historical Data and discussed the Flow Chart (which shows positions and responsibilities) Call Summary Pie Chart 2024, Property Value Assessment Bar Graph and Medical Call Volume Bar Graph.

Chief Stange – Asked if there were any questions or comments on these.

Discussion:

Mike Lippsmeyer – Passing the contingencies to the next year is no longer attainable. We have GEMT going away, PERS increasing, California conflagration money that might come in. We should revisit taking a pass on that.

Chairperson Hamilton – The Contingency Fund goes away at the end of the year, right?

Chief Stange – Correct. It goes back into the General Fund.

Chairperson Hamilton – Are we not doing a Contingency Fund because our carryover each year is high enough?

Chief Stange – We are conservative on what we think our beginning balance will be. The worst thing we can do is underestimate that. If our beginning balance is above what we budgeted it to be, we can access those funds. With a contingency, in order to access that money, we would have to reconvene for another budget hearing. There is a larger process to be able to access the funds if we were to set aside a contingency fund.

There is discussion regarding the concerns of GEMT going away and the money from California possibly not being received until the end of this upcoming fiscal year, but Corde Von Derahe explained that California is pretty good about reimbursing the state of Oregon in a timely matter because they want to make sure we send people next time.

Mike Lippsmeyer – Fears that the only way we will meet the budget is by cutting people.

Cord Von Derahe – Asked about the process to the funds we have for the apparatus replacement (equipment reserve fund). Chief Stange mentioned that is just another process. If we start building a contingency fund, where do we get it from?

Mike Lippsmeyer – If we are dipping into the equipment reserve fund that is not a good thing.

Cord Von Derahe – If the GEMT dollars do go away, we have some dollars, so there is no need to panic. We wouldn’t shut the doors tomorrow, we would have some time to figure it out.

Mike Lippsmeyer – The money to support the staffing is wobbly – Where do we cut? (Cord Von Derahe). People. There is nothing else to cut. We are not going in the right direction.

Chief Stange – There has been conversations about other ways we can bill for some types of calls that are non-emergent transports. If GEMT goes away and we are able to roll this in, it will make up for some of those deficits. We are thinking creatively on other ways to recover if this does happen.

Mike Lippsmeyer – I am concerned we have overstaffed, given the other reductions and funding sources.

Chairperson Hamilton – Any other discussion?

Chief Stange – Continues presenting the Budget presentation - he stated that we could retouch as we go through.

GENERAL FUND RESOURCES

* Tax Revenue: 4020 & 4990 – Current & Prior Years Taxes

4030 – 4512 Other Revenue Income

Mike Lippsmeyer – Out of the $1.1 million (for Ambulance Service Revenue & GEMT), how much is coming from this bucket of money, which is regular billing, and how much is coming out of the GEMT source? – $950,000 and $160,000

Timothy Pope – How likely is it that GEMT is going away?

Chief Stange – Explained that there are a lot of states that don’t use GEMT as much. They are not going to cut Medicare so it is all going to have to come from Medicaid, and then it’ll depend on which programs those in Washington decide on.

GENERAL FUND EXPENDITURES

* Personnel Services: 5000 to 5140 – Salaries/Wages

5500 – Employee Medical Insurance

5510 – Workers’ Comp. Insurance

5520 – Social Security and Taxes

5530 – PERS – Retirement

5570 – Unemployment & Paid Leave Oregon

* Material & Services: 6000 – Board Members Training and Expense

6010 – Dues and Subscriptions

6020 – Training and Education

6021 – EMS Training and Education

6022 – Operational Software Systems

6035 – EMS Licensing & Recertification’s

6036 – Ambulance Billing Service

6040 – Occupational Safety

6041 – Wellness Program

6045 – Chaplains

6050 – Prevention, Investigation, & Public Education

6060 – Publications - Legal & Advertisement

6065 – Physician Advisor

6070 – Legal Services

6071 – Other Professional Services

6080 – Election Expenses

6090 – Office Supplies, Printing, Equipment & Maintenance

6095 – FireMed Expenses

6100 – Uniforms

6101 – Personal Protective Equipment

6110 – Station Supplies, Equipment, & Maintenance

6115 – Grounds Maintenance

6120 – Utilities

6130 – Fire Operating Supplies

6140 – Miscellaneous Expenditures

6145 – Hiring Costs

6150 – Insurance Comprehensive/Liabilities/AD&D

6160 – Postage

6180 – Communications

6181 – Dispatch-Willamette Valley Communications

6182 – PC-Microwave Simulcast System

6190 – Vehicle Fuel, Oil, & Lubricants

6200 – Building Maintenance

6210 – Vehicle Maintenance/Repair

6230 – Fire Equipment Testing & Repairs

6235 – Medical Supplies, Equipment, Maintenance & Testing

6240 – State Mobilization Materials

6250 – Audit/Accounting Services

6280 – Volunteer Incentives

6281 – Resident Program

6300 – Information Services

6305 – CERT

Capital Outlay: 7015-7099 – Building/Office Remodel/Upgrades/Computers

Mike Lippsmeyer – Is this Wi-Fi (from Information Services 6300) something that can be covered by the Laudahl Fund?

Chief Stange – We talked about this and did not decide yes or no. Is it Capital?

Mike Lippsmeyer – Does it make the building work? Sure.

Curtis Cole – Who oversees the decision? Is it the Board?

Chief Stange – Yes. We will loop back around to this at the end of the discussion to see if we want to move some stuff around.

Other-Transfer’s – General Fund: 8000 – Transfer to Equipment Reserve Fund

Mike Lippsmeyer – We normally transfer $150,000 and we are doing $100,000. Is it because we just don’t have the budget for it?

Chief Stange – Yes. We are being more mindful. This is not limited, there have been many years we ended up putting more because we take some of the money from the conflagrations and add it on.

EQUIPMENT RESERVE FUND: E-7055 – E-7088 – Apparatus/Equipment Purchase

GRANT FUND

* G-7001 FEMA GRANT
* G-7004 HPP GRANT
* G-7007 SDAO GRANTS
* G-7009 TRIBAL GRANT
* G-7010 ODF GRANT (VFA/RFA)
* G-7013 OSFM-COMMUNITY RISK REDUCTION GRANT
* G-7700 OTHER GRANTS

MARK AND MILDRED LAUDAHL FUND

Laudahl Fund: L-7000 – L-7010

Chief Stange stated that we are wanting to expand the Memorial Garden into the front of the station. We are also wanting to build a hydration station in the lobby to fill water bottles.

BOND DEBT SERVICE FUND – Expenses & Revenue

Bond payment of $186,800. ($160,000 principal and $26,800 in interest).

Chief Stange stated that is the end of the Budget.

Chairperson Hamilton – We need a motion for discussion.

Cord Von Derahe – I move to adopt the budget as presented.

Timothy Pope – Second

Chairperson Hamilton – Open for discussion.

Curtis Cole – Using the Laudahl Fund to upgrade the Wi-Fi will increase the value of this capital asset, so it would fall under the capital outlay. I propose that we use the Laudahl Fund for the Wi-Fi upgrade.

Chairperson Hamilton – We don’t need to vote on this, it is a friendly amendment.

Chairperson Hamilton – I move that the Budget Committee of Polk County Fire District No.1 approve the budget for the 2025-26 Fiscal Year in the amount of $8,878,121. (With the amendment of moving the other money to the Laudahl Fund).

I move that the Budget Committee of Polk County Fire District No.1 approve property taxes for the 2025-26 fiscal year at the rate of 1.5038 per $1,000 of assessed value for the permanent rate, $0.78 per $1000 of assessed value for the Local Option Tax Levy and amount of $195,000 for the General Obligation Bond levy.

Mike Lippsmeyer – Second

Chairperson Hamilton – All in favor – none opposed – 2025-26 FY Budget is approved. No need for a second meeting.

Meeting adjourned at 7:41PM

Minutes by Maliyah Thompson