

Mid Rogue Fire District Board Meeting: September 22, 2025

5:30 p.m. – In Person – Merlin Community Park - 100 Acorn Street, Merlin Oregon

Live Streamed at www.youtube.com/@JCRFPD

Rural Fire Protection District Attendance:

Directors Present: Mark Jones, Vincent Ownbey, Ralph Weidling, Tom McGowan

Members Absent: Roy Hauser – excused

Recorder: Kassie Austin

Guest Presenters: None

General Public: Austin Prince, Rural Metro Fire, John Holmes, Illinois Valley Fire District

1. Call to Order

- a. The meeting was called to order at 5:30 p.m.
- b. The Board recited the Pledge of Allegiance.

2. Approval of Agenda

The board reviewed today's agenda items. *Director Ownbey made a motion to approve the agenda as listed. The motion was seconded by Director Weidling. Upon roll call; Director Ownbey – yes, Director McGowan – excused, Director Hauser – excused, Director Weidling – yes, Director Jones – yes. Motion carried 3-0.*

3. Approval of Minutes

The board reviewed the meeting minutes for the date of September 8, 2025. *Director Ownbey made a motion to approve the draft minutes. The motion was seconded by Director Weidling. Upon roll call; Director McGowan – excused, Director Hauser – excused, Director Weidling – yes, Director Ownbey – yes, and Director Jones – yes. Motion carried 3-0.*

4. Financial Report

Director Weidling reported that \$319,751.19 is the balance for the bank account. The Josephine county finance director did send an email stating that a report in lieu of audit is due by September 30, 2025. Discussion held regarding a full audit being completed by January 1st, 2025. *Director Ownbey made a motion for the county finance director to submit the report in lieu of audit on behalf of the district. Director McGowan seconded the motion.*

Upon roll call; Director McGowan – yes, Director Hauser – excused, Director Weidling – yes, Director Ownbey – yes, and Director Jones – yes. Motion carried 4-0. Director Weidling explained that LGIP account needs to have minutes where there is a motion made to approve the account. *Director Weidling made a motion for the district to move forward with the LGIP Account. Director McGowan seconded the motion. Upon discussion, Director Weidling amended the motion to as stated, “to approve investment and participation in the Local Government Investment Pool with the Oregon State Treasury”. Director Ownbey seconded the motion. Upon roll call; Director McGowan – yes, Director Hauser – excused, Director Weidling – yes, Director Ownbey – yes, and Director Jones – yes. Motion carried 4-0.*

5. Public Comment

None heard.

6. Old Business

a. Starlink Mobile System

Director Weidling explained that he has not purchased the equipment. He is waiting for the bank card from Evergreen Bank, so that he is able to purchase the equipment instead of doing a reimbursement check.

b. Informal Quotes for Consulting Services

Director Ownbey provided a draft RFP for the feasibility study to the board members. Discussion held regarding the study that was held in 2021. The district policy states that three informal bids should be obtained. The district would like the study to review what the better option is for the district regarding staying with a subscription base, or to levy property taxes. After discussion, the board has decided to table this matter and bring it back at the next scheduled meeting without objection.

c. District Ordinance List

Director Jones reviewed a list of ordinances from the Oregon Fire Marshal. The board now needs to determine what ordinances need to be adopted for the district. Oregon Fire Code, Open Burning, Fire ward restrictions, defensible space, addressing, false alarms, cost recovery, special permits and inspections. Conversation was held on how the ordinances will be enforced. Oregon State Fire Marshal Office could potentially be willing to enforce the ordinances on behalf of the district. The board created the "Fire Prevention" Committee with Director Ownbey and Director Weidling as the committee members to work together to work on the ordinances and will send the drafts to the board. Director McGowan recommended that the new committee touch base with local districts and SDAO for options and help.

7. New Business

a. Committee Reports

Staffing Committee: Director McGowan explained that he will have more direction after holding the strategic planning session today. There was a draft addendum to the Rural Metro Fire contract that would allow Chief Nelson to work as the district's operational fire chief. This matter was moved to the strategic planning portion of the meeting.

Policy Committee: The committee will be bringing draft policies in the upcoming meeting.

Consideration Committee: This matter was tabled to the next general meeting.

Communications Committee: Director Jones explained that the website is getting closer to being up and running. Director Jones set up individual emails for the directors, as well as the district. District members will now start using those emails for correspondence and upcoming trainings.

b. Change Agenda Item No. 4 to "Secretary/Treasurer Report" on Future Agendas

Director Jones explained that he would like to change "Financial report" to "Secretary/Treasury Report" on future agendas to be able to have more information given to the board under the title. The board approved the title without objection.

c. Executive Session Requirements

Director Jones reviewed the legal matters that are authorized to be discussed in executive session.

8. Correspondence

None heard.

9. Additional Matters of the Board

Director Weidling clarified that the new email addresses will be given to the county finance director for her to file the report to the Secretary of State on behalf of the district. Director Ownbey would like to bring the branding matter for the district to the next scheduled meeting. Director Jones explained that due to scheduling of the facilities the board should hold meetings on the second and fourth Mondays of the months. The board approved the schedule without objection. The board will hold a strategic planning workshop on Wednesday October 8th, 2025, at 6:00 p.m.

10. Adjournment

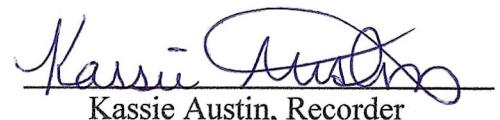
The board adjourned the meeting at 6:29 p.m. without objection.

Strategic Planning Workshop

Director Jones called the strategic planning meeting to order at 6:41 p.m.

Chief Gordon Sletmoe, representative from SDAO, discussed what the board should be looking for goals, and options for the district board to proceed with regarding a fire chief/administrator. The board weighed out options for a fire chief versus an administrator. The board has determined that a district manager is in the best interest of the district.

The board without objection adjourned at 7:40 p.m.



Kassie Austin
Kassie Austin, Recorder