



# Umatilla Rural Fire Protection District

## REGULAR MEETING OF THE BOARD OF DIRECTORS

Family Health Associates Umatilla Clinic

1890 7<sup>th</sup> Street, Umatilla, Oregon 97882

541-922-3718

**Wednesday, May 6<sup>th</sup>, 2026 Time: 7:00 p.m.**

Remote Access: Join via Microsoft Teams:

[https://teams.microsoft.com/l/meetup-join/19%3ameeting\\_OWVkJBmODItNTEyYi00M2FiLWE4NDAtZjkwNjFmZGRhNTQ5%40thead.v2/0?context=%7b%22Tid%22%3a%22be89cc72-4e53-46c7-90cc-eb725bf80074%22%2c%22Oid%22%3a%22b0c53448-b558-43dc-aa04-b0cd0b905a4d%22%7d](https://teams.microsoft.com/l/meetup-join/19%3ameeting_OWVkJBmODItNTEyYi00M2FiLWE4NDAtZjkwNjFmZGRhNTQ5%40thead.v2/0?context=%7b%22Tid%22%3a%22be89cc72-4e53-46c7-90cc-eb725bf80074%22%2c%22Oid%22%3a%22b0c53448-b558-43dc-aa04-b0cd0b905a4d%22%7d)

Accessibility Notice: In accordance with the Americans with Disabilities Act (ADA), anyone needing special assistance to participate in this meeting should contact the Fire Chief at (541) 922-3718 at least 48 hours prior to the meeting to request reasonable accommodation.

### **AGENDA**

#### **1.Call to Order**

“This is a public meeting of the Board of Directors of Umatilla Rural Fire Protection District, conducted in accordance with Oregon Public Meetings Law.

This meeting is a meeting **of the Board** for the purpose of conducting District business. While the public is welcome and encouraged to attend, this is not a public forum.

Public comment will only be taken during designated Public Comment periods listed on the agenda. Individuals who are on the agenda for a specific item may speak at the time their item is addressed.

District employees may speak when providing a scheduled report or when recognized by the Chair. Employees are not permitted to engage in discussion from the audience during Board deliberations.

Board discussion will occur between Board members, and all comments shall be directed through the Chair.

We ask that all attendees maintain professionalism and respect so the Board may conduct the District’s business efficiently and in accordance with state law.”

#### **2.Pledge of Allegiance**

#### **3.Roll Call**

#### **4.Approval of Agenda**



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### **5. Executive Session**

1. ORS 192.660(2)(i) To review and evaluate the employment-related performance of the chief executive officer, other officers, employees, or staff.

### **6. Consent Agenda**

The following items are considered routine and will be approved in one motion unless a Board Member requests separate discussion or action.

**6.1 Approval of Minutes:** Regular Board Meeting – April 1st, 2026.

**6.2 Financial Reports:** Bills List, Bank Statements, Credit Card Statements, and Check Register

### **7. Public Comment**

Members of the public may address the Board on items of district business not listed on the agenda (3–5 minutes per speaker, 15 minutes total). The Board Chair may extend or shorten comment time.

### **8. Correspondence**

### **9. Fire Chief's Report**

Administrative and operational updates, training, apparatus, and community engagement.

### **10. Old Business**

**10.1 Facilities Improvement Committee**

**10.2 Policy Committee**

**10.3 Urban Renewal Committee**

**10.4 Union Negotiations Committee**

**10.5 Discussion and possible action** – Shared admin services with the City of Umatilla under an IGA

**10.6 Update** on Fire Engine replacement project



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### **11. New Business**

None

### **12. Items Not on the Agenda**

Open discussion for brief comments or updates by Board, Staff, or Public. No formal action will be taken regarding items not listed on the agenda (ORS 192.640).

### **13. Agenda Suggestions for Future Meetings**

### **14. Adjournment**

Equal Opportunity Statement: This institution is an equal opportunity provider. Discrimination is prohibited under federal law. Requests for special accommodation to attend or participate in a public meeting can be made by contacting the Umatilla Rural Fire Protection District at (541) 922-3718.



# Umatilla Rural Fire Protection District

## MINUTES OF THE BOARD OF DIRECTORS

Family Health Associates Umatilla Clinic

1890 7<sup>th</sup> Street, Umatilla, Oregon 97882

541-922-3718

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Wednesday, April 1<sup>st</sup>, 2026 Time: 7:00 p.m.

## MINUTES

### 1. Call to Order

*Chairperson Kyle Sipe called the meeting to order at 1901 hours.*

### 2. Pledge of Allegiance

*The Pledge of Allegiance was recited by all in attendance.*

### 3. Roll Call

**Present:** Chairperson Sipe; Board Members Huxel, Holden, Fire Chief Baker **Absent:** Board Member Fink, Board Member Williams

*A quorum was present.*

### 4. Approval of Agenda

**Motion:** Holden / Huxel to approve the agenda.

*Aye: Sipe, Huxel, Holden,*

**Motion carried.**

### 5. Executive Session

*None*

### 6. Consent Agenda

**6.1 February 4<sup>th</sup> and March 4<sup>th</sup> 2026 Regular Board Meeting Minutes**

**6.2 Financial Reports (Bills List, Bank Statements, Credit Card Statements, Check Register)**



# Umatilla Rural Fire Protection District

## MINUTES OF THE BOARD OF DIRECTORS

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*Motion: Huxel / Holden to approve the Consent Agenda*

*Vote:*

- *Aye: Sipe, Huxel, Holden*  
*Motion carried.*

## 7. Public Comment

*None*

## 8. Correspondence

*None*

## 9. Fire Chief's Report

*Chief Baker presented administrative and operational updates including training, apparatus, and community engagement activities.  
(Report attached.)*

## 10. Old Business

**10.1 Facilities Improvement Committee** *No action*

**10.2 Policy Committee** *No Action*

**10.3 Urban Renewal Committee** *No Action*

**10.4 Union Negotiations Committee**

## 11. New Business

**11.1 Discussion and possible action – Resolution # 04012026-A Declaring Engine 11 surplus.** *Motion: Holden / Huxel to approve Resolution #04122026-a with a not to exceed amount of \$200,000 to purchase 2 fire engines to replacement.*

*Vote:*

- *Aye: Sipe, Huxel, Holden*  
*Motion carried.*



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**11.2 Discussion and possible action** – Shared admin services with the City of Umatilla under an IGA *Motion: Huxel / Holden to continue to explore Admin Services with the city of Umatilla.*

*Vote:*

- *Aye: Sipe, Huxel, Holden*  
*Motion carried.*

**11.3 Discussion and possible action** Resolution #04012026-B Credit Card user addition and limit adjustment with Banner Bank.

*Motion: Holden / Huxel to approve Resolution #04122026-b*

*Vote:*

- *Aye: Sipe, Huxel, Holden*  
*Motion carried.*

**11.4 Discussion and possible action** regarding discrepancy requiring correction on Sip and Longterm Rural Enterprise Zone \$ that was misallocated to our district.

*Motion: Huxel / Holden to approve the payment to UCFDI within this Fiscal Year.*

*Vote:*

- *Aye: Sipe, Huxel, Holden*  
*Motion carried.*

## 12. Items Not on the Agenda

*Holden reminded he would not be at the May Meeting.*

## 13. Agenda Suggestions for Future Meetings

*None*

## 14. Adjournment



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*Motion Passed Unanimously @1952 hours*

**Approved by the Board on:** \_\_\_\_\_

**Chairperson:** \_\_\_\_\_

**Fire Chief :** \_\_\_\_\_



# Umatilla Rural Fire Protection District

921 6<sup>th</sup> Street · PO Box 456 · Umatilla, OR 97882

(541) 922 - 3718 · Fax (541) 922 - 3914

## May 2026

### CHIEF'S REPORT TO THE BOARD OF DIRECTORS

**Reporting Period:** Apr 2026    **Date Presented:** May 6, 2026    **Prepared by:** Chief Baker

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## Overview

April was a very busy month for the District. We kept up with calls for service while also working on fixing financial and office issues.

We made good progress this month. We sold Engine 11, bought two replacement engines, got our boat back in service, and continued working on the audit. We also saw more fire marshal work than usual.

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## Operations & Incidents

Calls stayed steady, and some were more complex than normal. Total call Volume 115  
Incidents(see attached)

One major call was a **commercial vehicle fire at Hagerman's**. The fire started in the engine area on the driver's side and spread to another vehicle. The investigation is still ongoing.

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## Apparatus & Equipment

- **Engine 11**
  - Sold for \$600,000 to a fire department in Pennsylvania
- **New Engines**
  - We bought two engines to replace Engine 11
  - They are currently being set up, getting decals, and being prepared for service
  - They will go through inspection next week before going in service
- **Boat 11**

- Back in service after a short visit to Lewiston Idaho. We will plan to use them for future repairs and service
- 

## Personnel & Training

We continue training across all shifts to keep skills sharp.

- **Employee Evaluations**
    - We have started employee evaluations and will be working through those over the next few weeks
  - **OSFM Staffing Grant**
    - We received the staffing grant
    - We plan to start on **June 15th**
    - We will add **one seasonal firefighter per shift** to help during the busy season
- 

## Fire Marshal / Prevention

We have seen a big increase in:

- Inspections
- Code enforcement
- Development reviews

We are continuing to work with the City and County on these items.

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## Financial & Administrative

The 2025 audit is still in progress. We expect it to be done by the end of May.

We are still working through issues from before, including:

- Payroll problems
- IRS and State penalties
- PERS issues

We are fixing these step by step and rebuilding our systems.

## **Banking Issues**

We have been having ongoing problems with **Banner Bank**.

- We have been trying to:
  - Increase our credit card limit
  - Get a credit card issued to Ray Harris

This has taken about a month so far. The issue is that our account was set up wrong as a nonprofit, when we are actually a government agency.

We have turned in all paperwork, and the bank is working on fixing it. However, this shows that we may need to look at other banking options in the future.

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## **Closing**

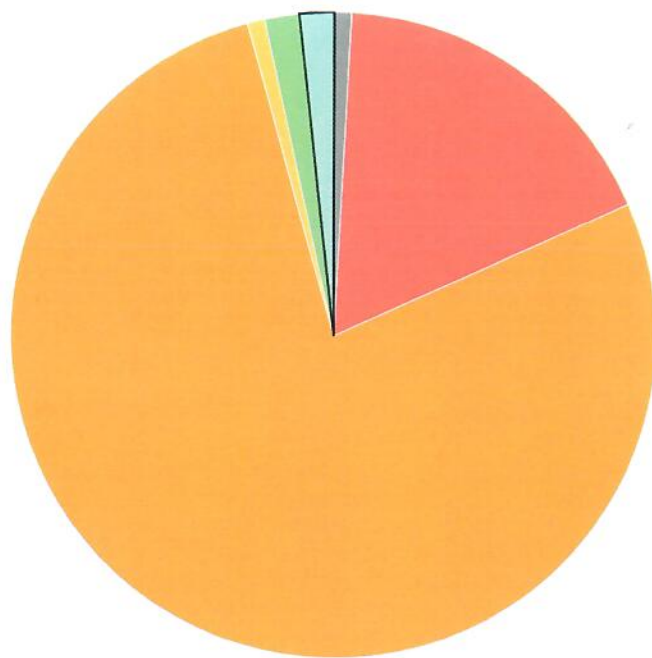
April was a busy month, but we made good progress. We are moving in the right direction and continuing to improve while still serving the community every day.

Fire Chief Hours 312

# APRIL 2026 RUN STATISTICS

## 115 INCIDENTS

Broad Classifications



Key

- Uncategorized
- Fire
- Medical
- Hazardous Situation
- Public Service
- No Emergency

Alert Type	Volume
UNCATEGORIZED - Uncategorized	1
FIRE - Fire	20
MEDICAL - Medical	89
HAZSIT - Hazardous Situation	1
PUBSERV - Public Service	2
NOEMERG - No Emergency	2

**Journal**  
**Umatilla Rural Fire Protection District**  
 May 1-4, 2026

TRANSACTION DATE	TRANSACTION TYPE	NUM	NAME	DESCRIPTION	FULL NAME	DEBIT	CREDIT
<b>20885</b>							
05/04/2026	Bill		PACIFIC NORTHWEST HYDRO LLC		Accounts Payable		5,208.84
05/04/2026	Bill		PACIFIC NORTHWEST HYDRO LLC	HOSE AND LADDER TESTING	Professional Fees	5,208.84	
<b>Total for 20885</b>						<b>\$5,208.84</b>	<b>\$5,208.84</b>
<b>20886</b>							
05/04/2026	Bill		Department of consumer and business services		Accounts Payable		121.66
05/04/2026	Bill		Department of consumer and business services		Professional Fees	121.66	
<b>Total for 20886</b>						<b>\$121.66</b>	<b>\$121.66</b>
<b>20887</b>							
05/04/2026	Bill		TRUE NORTH EQUIPMENT		Accounts Payable		842.38
05/04/2026	Bill		TRUE NORTH EQUIPMENT	SWITCHES ENG 11	Equipment Maintenance	660.35	
05/04/2026	Bill		TRUE NORTH EQUIPMENT	AIR TOGGLES	Equipment Maintenance	182.03	
<b>Total for 20887</b>						<b>\$842.38</b>	<b>\$842.38</b>
<b>20888</b>							
05/04/2026	Bill		Curtis Tools		Accounts Payable		9,969.90
05/04/2026	Bill		Curtis Tools	WILDLAND EQUIPMENT	Uniforms:Fire	5,479.65	
05/04/2026	Bill		Curtis Tools	FLOW TESTING OF SCBA	Professional Fees	2,529.00	
05/04/2026	Bill		Curtis Tools	MSA PARTS	Uniforms	42.50	
05/04/2026	Bill		Curtis Tools	MSA PARTS	Professional Fees	1,918.75	
<b>Total for 20888</b>						<b>\$9,969.90</b>	<b>\$9,969.90</b>
<b>20889</b>							
05/04/2026	Bill		Pointe Pest Control		Accounts Payable		135.00
05/04/2026	Bill		Pointe Pest Control	PEST CONTROL STATION 11	Maintenance:Building	135.00	
<b>Total for 20889</b>						<b>\$135.00</b>	<b>\$135.00</b>
<b>20890</b>							
05/04/2026	Bill		Cascade Fire Equipment		Accounts Payable		8,751.67
05/04/2026	Bill		Cascade Fire Equipment	NOZZLES HOSE ETC	Equipment Maintenance	7,516.62	
05/04/2026	Bill		Cascade Fire Equipment	IZONE HOOKS	Equipment Maintenance	1,235.05	
<b>Total for 20890</b>						<b>\$8,751.67</b>	<b>\$8,751.67</b>
<b>20891</b>							
05/04/2026	Bill		Garrett Hemann Robertson PC		Accounts Payable		505.00
05/04/2026	Bill		Garrett Hemann Robertson PC	ATTORNEY SERVICES	Professional Fees	505.00	
<b>Total for 20891</b>						<b>\$505.00</b>	<b>\$505.00</b>
<b>20892</b>							
05/04/2026	Bill		Uline		Accounts Payable		563.72
05/04/2026	Bill		Uline	CLEANER	Miscellaneous Expenses	563.72	
<b>Total for 20892</b>						<b>\$563.72</b>	<b>\$563.72</b>
<b>20893</b>							
05/04/2026	Bill		Cascade Fire Equipment		Accounts Payable		71.55
05/04/2026	Bill		Cascade Fire Equipment	GOGGLES	Miscellaneous Expenses	71.55	
<b>Total for 20893</b>						<b>\$71.55</b>	<b>\$71.55</b>
<b>20894</b>							
05/04/2026	Bill		CONNELL & ASSOCIATES		Accounts Payable		761.25
05/04/2026	Bill		CONNELL & ASSOCIATES	CPA SERVICES	Professional Fees	761.25	
<b>Total for 20894</b>						<b>\$761.25</b>	<b>\$761.25</b>
<b>20895</b>							
05/04/2026	Bill		Pacific Office Automation		Accounts Payable		36.89
05/04/2026	Bill		Pacific Office Automation	PRINTER	Office Expenses	36.89	
<b>Total for 20895</b>						<b>\$36.89</b>	<b>\$36.89</b>
<b>20896</b>							
05/04/2026	Bill		Pacific Power		Accounts Payable		699.82
05/04/2026	Bill		Pacific Power	POWER STATION 12	Utilities	150.82	
05/04/2026	Bill		Pacific Power	POWER STATION 11	Utilities	549.00	
<b>Total for 20896</b>						<b>\$699.82</b>	<b>\$699.82</b>
<b>20897</b>							
05/04/2026	Bill		Blue Mountain Network		Accounts Payable		308.84

Journal  
 Umatilla Rural Fire Protection District  
 May 1-4, 2026

TRANSACTION DATE	TRANSACTION TYPE	NUM	NAME	DESCRIPTION	FULL NAME	DEBIT	CREDIT
05/04/2026	Bill		Blue Mountain Network	INTERNET AND PHONE	Utilities	308.84	
<b>Total for 20897</b>						<b>\$308.84</b>	<b>\$308.84</b>
<b>20898</b>							
05/04/2026	Bill		Gordon's Truck Centers Inc.		Accounts Payable		13,155.90
05/04/2026	Bill		Gordon's Truck Centers Inc.	ENGINE 11	Equipment Maintenance	13,155.90	
<b>Total for 20898</b>						<b>\$13,155.90</b>	<b>\$13,155.90</b>
<b>20899</b>							
05/04/2026	Bill		LN Curtis		Accounts Payable		3,509.50
05/04/2026	Bill		LN Curtis	MSA NOSECUP	Equipment Maintenance	107.60	
05/04/2026	Bill		LN Curtis	MISC MSA PARTS AND COMPRESSOR REPAIR	Equipment Maintenance	3,401.90	
<b>Total for 20899</b>						<b>\$3,509.50</b>	<b>\$3,509.50</b>
<b>20900</b>							
05/04/2026	Bill		Pointe Pest Control		Accounts Payable		270.00
05/04/2026	Bill		Pointe Pest Control	PEST CONTROL BOTH STATIONS	Maintenance:Building	270.00	
<b>Total for 20900</b>						<b>\$270.00</b>	<b>\$270.00</b>
<b>20901</b>							
05/04/2026	Bill		TRUE NORTH EQUIPMENT		Accounts Payable		742.47
05/04/2026	Bill		TRUE NORTH EQUIPMENT	PLACARDS	Equipment Maintenance	742.47	
<b>Total for 20901</b>						<b>\$742.47</b>	<b>\$742.47</b>
<b>20902</b>							
05/04/2026	Bill		NORTHWEST MARINE AND SPORT		Accounts Payable		669.74
05/04/2026	Bill		NORTHWEST MARINE AND SPORT	BOAT 11 REPAIRS	Equipment Maintenance	669.74	
<b>Total for 20902</b>						<b>\$669.74</b>	<b>\$669.74</b>
<b>20903</b>							
05/04/2026	Bill		Commercial Tires		Accounts Payable		310.40
05/04/2026	Bill		Commercial Tires		Equipment Maintenance	310.40	
<b>Total for 20903</b>						<b>\$310.40</b>	<b>\$310.40</b>
<b>20904</b>							
05/04/2026	Bill		Desert Springs Bottled Water		Accounts Payable		53.10
05/04/2026	Bill		Desert Springs Bottled Water	DRINKING WATER	Utilities	53.10	
<b>Total for 20904</b>						<b>\$53.10</b>	<b>\$53.10</b>
<b>20905</b>							
05/04/2026	Bill		City of Hermiston		Accounts Payable		1,018.40
05/04/2026	Bill		City of Hermiston	IT SERVICES	Professional Fees	1,018.40	
<b>Total for 20905</b>						<b>\$1,018.40</b>	<b>\$1,018.40</b>
<b>20906</b>							
05/04/2026	Bill		SDIS		Accounts Payable		16,455.04
05/04/2026	Bill		SDIS	SHORT AND LONG TERM	Payroll Expenses:Medical	16,455.04	
<b>Total for 20906</b>						<b>\$16,455.04</b>	<b>\$16,455.04</b>
<b>20907</b>							
05/04/2026	Bill		City of Umatilla		Accounts Payable		6.48
05/04/2026	Bill		City of Umatilla	EXTRA REFUSE FEE	Utilities	6.48	
<b>Total for 20907</b>						<b>\$6.48</b>	<b>\$6.48</b>
<b>20908</b>							
05/04/2026	Bill		Rays Pager Sales		Accounts Payable		1,133.27
05/04/2026	Bill		Rays Pager Sales	PAGER AND CHARGER	Equipment Reserve Fund:Radios	1,133.27	
<b>Total for 20908</b>						<b>\$1,133.27</b>	<b>\$1,133.27</b>
<b>20909</b>							
05/04/2026	Bill		Northwest Fire Services		Accounts Payable		15,670.40
05/04/2026	Bill		Northwest Fire Services	EQUIPMENT FOR TWO ENGINES	Equipment Maintenance	15,670.40	
<b>Total for 20909</b>						<b>\$15,670.40</b>	<b>\$15,670.40</b>
<b>20910</b>							
05/04/2026	Bill		Bridging the Accounting Gap LLC		Accounts Payable		6,593.40

**Journal**  
**Umatilla Rural Fire Protection District**  
 May 1-4, 2026

TRANSACTION DATE	TRANSACTION TYPE	NUM	NAME	DESCRIPTION	FULL NAME	DEBIT	CREDIT
05/04/2026	Bill		Bridging the Accounting Gap LLC	ACCOUNTING SERVICES	Professional Fees	6,593.40	
<b>Total for 20910</b>						<b>\$6,593.40</b>	<b>\$6,593.40</b>
<b>20911</b>							
05/04/2026	Bill		Carson		Accounts Payable		3,986.68
05/04/2026	Bill		Carson	GAS MARCH AND APRIL	Gas and Tire	3,986.68	
<b>Total for 20911</b>						<b>\$3,986.68</b>	<b>\$3,986.68</b>
<b>20912</b>							
05/04/2026	Bill		Bound Tree		Accounts Payable		1,735.72
05/04/2026	Bill		Bound Tree	MEDICAL SUPPLIES	Bond Project:Fire Fighting Equipment	1,735.72	
<b>Total for 20912</b>						<b>\$1,735.72</b>	<b>\$1,735.72</b>
<b>20913</b>							
05/04/2026	Bill		Napa Auto Parts		Accounts Payable		261.72
05/04/2026	Bill		Napa Auto Parts	PARTS	Equipment Maintenance	261.72	
<b>Total for 20913</b>						<b>\$261.72</b>	<b>\$261.72</b>
<b>20914</b>							
05/04/2026	Bill		IAFF LOCAL 5404		Accounts Payable		600.00
05/04/2026	Bill		IAFF LOCAL 5404	6 UNIOIN MEBMERS DUES	Dues	600.00	
<b>Total for 20914</b>						<b>\$600.00</b>	<b>\$600.00</b>
<b>20915</b>							
05/04/2026	Deposit				Banner Bank Checking	400,000.00	
05/04/2026	Deposit			sale of ENG 11	Equipment Sale		400,000.00
<b>Total for 20915</b>						<b>\$400,000.00</b>	<b>\$400,000.00</b>
<b>20916</b>							
05/04/2026	Payment		Department of Corrections		Banner Bank Checking	20,540.00	
05/04/2026	Payment		Department of Corrections		Accounts Receivable		20,540.00
<b>Total for 20916</b>						<b>\$20,540.00</b>	<b>\$20,540.00</b>
<b>20917</b>							
05/04/2026	Bill		Chris Baker		Accounts Payable		127.05
05/04/2026	Bill		Chris Baker	SHIPPING UPS	Office Expenses	127.05	
<b>Total for 20917</b>						<b>\$127.05</b>	<b>\$127.05</b>
<b>20918</b>							
05/04/2026	Bill		Napa Auto Parts		Accounts Payable		261.72
05/04/2026	Bill		Napa Auto Parts	MISC PARTS	Office Expenses	261.72	
<b>Total for 20918</b>						<b>\$261.72</b>	<b>\$261.72</b>
<b>20919</b>							
05/04/2026	Bill		Brindlee Fire Services, LLC		Accounts Payable		30,000.00
05/04/2026	Bill		Brindlee Fire Services, LLC	BROKER FEE	Equipment Sale	30,000.00	
<b>Total for 20919</b>						<b>\$30,000.00</b>	<b>\$30,000.00</b>
<b>TOTAL</b>						<b>\$545,077.51</b>	<b>\$545,077.51</b>