

BANKS FIRE DISTRICT #13

13430 NW MAIN STREET, BANKS, OR 97106

REGULAR BOARD MEETING MINUTES

Meeting Date: Wednesday, April 8, 2026

Meeting Location: Banks Fire District #13, Banks Fire Station 13 Training Room

Call to Order: Board Chair Kevin Henning called the meeting to order at 6:34 pm (Budget Meeting ran from 6:00 to 6:26)

Board Members Present: Kevin Henning, Pete Lux, Mark Standley Jr., John Wren

Board Members Absent: Clint Jackson

Approval of Agenda (Action Item): Pete Lux made a motion to approve the agenda as presented. John Wren seconded the motion. Voting in favor: Mark Standley Jr., Pete Lux and John Wren. Opposed: None. The motion carried.

Approval of Minutes of Previous Regular Board Meeting (Action Item): Motion by John Wren to approve the minutes from the General Session March 11, 2026. Pete Lux seconded the motion. Voting in favor: Mark Standley Jr., Pete Lux and John Wren. Opposed: None. The motion carried.

Treasurer's Report: **LGIP: \$958,965.14**

General Fund:	\$	240,578.29
Capital Funds:	\$	436,201.69
Debt Service:	\$	242,013.37

US Bank: \$ 44,714.25

Approval of Accounts Payable (Action Item):

Motion by John Wren to approve accounts payable as of March 31st, 2026, in the amount of \$202,866.50. Mark Standley Jr. seconded the motion. Voting in favor: Pete Lux, Mark Standley Jr and John Wren. Opposed: None. The motion carried.

Financial Statements Received by Board of Directors (Action Item)

Financial statements were received and reviewed by the board. Motion by John Wren to receive financial statements of the district dated March 31st, 2026. Pete Lux seconded the motion. Voting in favor Pete Lux, Mark Standley Jr and John Wren. Opposed: None. The motion carried.

Information Items:

Chief's Report:

- There were 70 calls in March, which is likely our new normal.
- Follow-up from last meeting: The District received a rent payment for the Hornshuh Station field in November 2025 in the amount of \$2,200. This payment is typically received in November or December and applied to the general fund.

REGULAR BOARD MEETING MINUTES FOR April 8, 2026

- The Fire Signal funding bill has passed and is currently awaiting the Governor's signature. The request totals \$173,000 for a traffic signal at Hornshuh Station. ODOT is involved, and further direction is pending. A future PR event is planned to thank Senator Weber and Betsy Johnson for their support.
- The district applied for a staffing grant through OSFM and an ODF grant for PPE and radios. Decisions are expected later this month. If awarded, OSFM funds are typically distributed within a few weeks. ODF operates on a reimbursement basis after purchases are made.
- A MACC grant application has been submitted to fund video conferencing between Stations 13 and 14 to improve shift change efficiency. Estimated cost: \$3,000–\$4,000.
- The SCBA fill station at Station 14 remains out of service. Repairs are underway, but additional issues may exist. Estimated return to service: approximately one month.
- The new engine remains on schedule for delivery to Hillsboro in mid-September. Equipment procurement is underway.
- An OSHA health consultant had approximately a 45-minute visit with Chief Linz. No major issues were identified. The consultant stated that we are dialed in and doesn't see any issues. Focus areas: heat exposure and smoke policies (SOG in progress). At this time Captain Cooper has a draft completed and should have an SOG completed in the next couple weeks. There was a lot of positive feedback from the consultant regarding our diesel recovery system, turnout washer, and stations are clean and organized. The other OSHA consultant on the gear side should be coming out at the end of the month but based on the information he currently has feels we are doing what we should be and are ahead of other departments. Board Member John Wren asked if this is a yearly consultation. Chief Linz stated that the district is considered compliant for approximately 2.5 years following inspection.
- The district is evaluating the HAAS alerting system, which notifies drivers approximately ½ mile in advance of responding apparatus. Kari and Chief Linz are looking for a possible grant to pay for this. If we proceed, we will probably start with 4-5 of our units. TVFD currently has about half their fleet, Molala Fire has this as well as Salem.
- Fire season preparation is underway: all brush rigs are in service, equipment maintenance is complete, and wildland training is scheduled for May.
- Our hiring process closes April 9th to fill the future staff position open. As of now we have about 7 applications with 2 out of state applications coming in the mail. The position will shift from Volunteer Coordinator to Mechanic, the job posting received 277 views.

Training Officer Report:

- DO Haney has spent most of his time ironing out the current recruit academy that is almost halfway done. DO Haney has had no issues.
- DO Haney is working on an acquired structure live fire burn for the end of academy. DO Haney updated Banks Fire Districts waiver of liability and live fire inspection checklist. DO Haney is meeting with the owner of the house next week to complete a final inspection, get signatures and begin creating an IAP.
- New apparatus check sheets have been issued to match the new apparatus inventories.
- DO Haney is updating our fixed facility live fire SOG to match with updated NFPA and OSHA requirements. This includes a waiver for outside agency use.
- Banks is hosting a strike team leader course next Monday and Tuesday here at Station 13.
- OSP rescheduled forcible entry training for later in May.
- DO Haney worked with Forest Grove Fire and ODF on wildland FFT2 course to follow our recruit academy. Forest Grove will host the class this year. Banks will have at least 16 members attending.

Volunteer Coordinator Report:

- Lt. Wong conducted interviews for 26-02 academy.
- Lt. Wong established a list of recruits for 26-02 academy.

REGULAR BOARD MEETING MINUTES FOR April 8, 2026

EMS Officer Report:

- March had 0 transports.
- Life Flight Network has announced starting on April 15th, their helicopter fleet will be in service at Hillsboro airport. This will be a huge benefit to our department by reducing the flight time to our scenes. Flight time from Hillsboro airport to Station 14 should be approximately 10 minutes when available. This potentially cuts our helicopter response time by more than half (currently it's about a 22-minute flight from the closest base). They will also be cross-staffing a fixed wing aircraft. This could reduce their availability, however other bases (Aurora, Astoria and Kelso), which we routinely see response from will still be staffed.
- Vernonia Fire has recently informed us they are trying to staff their 2nd out ambulance more frequently when staffing allows. Along these lines, they are hesitant to take their patients all the way to Portland due to the increase turnaround time and lack of coverage in their district. We have talked to them about providing an intercept at Station 14 to assume care and complete the transport if needed. We have also told them that we are more than happy to respond to the scene and take the whole transport if necessary. This really isn't very different to the current set up but could further reduce our calls into Vernonia.
- AMR continues to be posted in Banks. We recently had back-to-back calls where the 2nd unit had already made it to Banks and still beat our crews on scene.

Public Information Officer (PIO Scott Adams) Report:

- The job posting was shared via social media.
- A new post will request donated vehicles for training. Requirements: must have a title and be delivered to the district. Motorhomes are not accepted. Vehicles will be used for extrication training.
- PIO Mitch Ward and Scott Adams will be at training next week.
- Other districts are pursuing operating levies; Banks Fire is not. Budget adoption announcement is forthcoming.
- Banks Fire is continuing to work with the 4H association in the wagon train event. We will be on the Barlow trail in July this year. Banks Fire will be supplying most of the medical equipment for that event. Dr. Diah will coordinate wilderness/emergency medical staffing.

Old Business:

- **Board Policy 37: Update** (Information)

Forest Grove spends approximately \$5,000–\$6,000 for 60 attendees at their awards banquet, while the district spends approximately \$10,000 for 100 attendees, reflecting comparable per-person costs. The proposed Board Policy addresses the new ruling from the State Ethics Commission regarding providing food, beverages, and District-related items to elected officials, staff, volunteers, and professional colleagues during non-travel, official District business. Since the last meeting, the State has clarified there are no issues with House Bill 4161. Based on this clarification, Board Policy 37 will be removed, and the district will instead align its practices with the provisions outlined in House Bill 4161 regarding support for volunteers.

- **Update of Surplus Training Engine** (Information)

The surplus training engine has been listed on GovDeals.com with a reserve price of \$25,000 and a starting bid of \$6,250. As of tonight, the current bid is \$10,000. Most of the deals get movement within the last hour, which will be Thursday, April 16th at 2pm. Sabrina from Govdeals.com posted high-quality listing photos of the engine. We also talked with her about auctioning for some other equipment. Thank you Sabrina for good customer service!

- **Update Traffic Light at Hornshuh Creek** (Information)

The district is awaiting the Governor's signature on the approved bill to release funding for the project. Coordination with ODOT is ongoing to determine responsibility for the design phase. Once the bill is signed the funds will be transferred to the district. Justin with Global Electric is prepared to assist with the project. Construction is anticipated to begin in summer 2026.

REGULAR BOARD MEETING MINUTES FOR April 8, 2026

The regular meeting adjourned at 7:35 for an Executive Session. EXECUTIVE SESSION PER ORS 192.660 (2) (i)-To evaluate the performance of an officer, employee or staff member. Resumed regular session at 8:05pm.

Pete Lux made a motion to approve the Fire Chiefs' contract for the term **July 1, 2026, through June 30, 2029**, as presented. John Wren seconded the motion. Voting in favor: Mark Standley Jr., Pete Lux and John Wren. Opposed: None. The motion carried.

New Business:

- **City of Banks Disaster Response Building** (Information/ Action Item)

Over the past several years, the City of Banks, the School District, and Chief Linz have collaborated on an Emergency Operations Plan (EOC). Under this plan, the Fire District would serve as the primary dispatch and coordination location during emergencies. A need has been identified for secure storage of emergency supplies. The city has proposed placing three Conex storage containers in the Fire District's gravel parking lot. The board raised concerns regarding the space requirements and impact on the district's training grounds, the appearance and long-term suitability of Conex containers as well as the lack of clarity on specific supplies to be stored. It was noted that currently no funding is available from the City, School District, or Fire District. A joint grant application is anticipated as a potential funding source. The Board expressed the need for additional information and alternative options before proceeding.

Motion by Pete Lux to table the proposal and direct Chief Linz to gather additional information and explore alternative options. Mark Standley Jr. seconded the motion. Voting in favor: Mark Standley Jr., Pete Lux and John Wren. Opposed: None. The motion carried.

Audience Response:

- There was no response from the audience.

Good of the Order:

- There was no Good to the Order.

Adjourn Meeting: There being no further business Board Chair Kevin Henning adjourned the meeting at 8:16 pm.

Pete Lux, Secretary

Michelle Vessey, Recording Secretary