

HOODLAND FIRE DISTRICT #74
BOARD MEETING MINUTES
FEBRUARY 10, 2026

Board Members: Nora Gambee, John Drake, Kirk Peterson, Cliff Fortune, and Terry Niedermeyer. Five voting members in attendance.

Staff and Volunteers: Jim Price; Fire Chief, Brian Henrichs; Division Chief, Scott Kline; Division Chief, and Kelli Ewing; Office Administrator

Guests: Nancy Padberg (Zoom)

1. Call to Order: By Nora Gambee at 7:00 PM

2. Roll Call

3. Pledge of Allegiance: Led by Terry Niedermeyer

4. Fire Station Project

A. Project Update

i. The Inline Construction contract is nearing completion and is expected to be finalized soon.

ii. Clackamas County permit fees were delivered to Clackamas County. An additional \$120 plumbing permit fee was identified as outstanding for an exterior plumbing permit. A check was prepared to satisfy the remaining balance, completing permit payments at this time.

iii. DC Scott Kline is reviewing the operational agreement with the U.S. Forest Service in preparation for legal review.

iv. Furniture procurement planning is underway. Items being evaluated from Oregon Corrections Enterprises are tables, desks, podium, and other station furnishings.

v. Need to schedule a date for Groundbreaking Ceremony. The proposed timeframe is the last week of March. Equipment mobilization is tentatively planned for March 30, 2026, pending property-related matters.

vi. Crews will conduct tree falling and bucking on the property as part of Wildland Saw certification training. This approach enables the District to complete necessary site preparation work in-house, resulting in cost savings while also providing valuable hands-on training for personnel.

vii. Outreach efforts continue with the Hoodland CPO, and regular updates will be provided. Communication has also continued with the Community Garden group. The offer of a storage shed was declined by the Community Garden group.

viii. Inline Construction is preparing subcontractor bid packages. Minor technical issues, including radio antenna coordination between the District and U.S. Forest Service systems, are being addressed.

ix. The District is working through the ODOT application process to install a three-way traffic signal at the intersection of E Highway 26 and E Salmon River Road. Multiple traffic studies have been completed, and additional information continues to be submitted as requested by ODOT. The proposed signal is expected to include Opticom capability to allow emergency vehicle activation. Under the proposed plan, the existing signal near the station would be removed, and the crosswalk would be relocated to the intersection of E Highway 26 and E Salmon River Road.

B. Bond Transparency for the Public

i. Financial transparency information related to the Fire Station Project have been uploaded to the District website. Financial transactions will be updated monthly.

ii. A discussion occurred regarding the potential development of a public dashboard through Otak to display project financials and construction progress. This would involve additional cost and design work to convert internal Smartsheet tracking into a public-facing format.

a. The Board would like to continue with in-house updates versus pursuing a third-party dashboard solution. Quarterly updates were suggested as a practical reporting interval once construction activity increases.

iii. Phases of project will be added to website as well as an updated calendar and percentage of completion.

5. Persons To Be Heard. None

6. Approval of Minutes

A. Board of Directors Meeting Minutes on January 13, 2026

MOTION MADE: By Cliff Fortune to Approve Board of Directors Meeting Minutes on
January 13, 2026

2ND: By John Drake

DISCUSSION: None.

VOTE: Motion Passed Unanimously. 5 Ayes. Nora Gambée (Aye), John
Drake (Aye), Kirk Peterson (Aye), Cliff Fortune (Aye), and Terry
Niedermeyer (Aye).

7. Communications

A. Board Upcoming Reminders

i. Special Board Meeting – Tuesday, February 24, 2026, ~ 7:00 PM

ii. HFD Banquet – Saturday, February 28, 2026

iii. Training Company Graduation – Tuesday, March 10, 2026, ~ 6:00
PM

iv. Regular Board Meeting – Tuesday, March 10, 2026, ~ 7:00 PM

B. Safety Committee Meeting Minutes – December 16, 2025

C. Thank You from DPSST

8. Reports

A. Chief's Report: Fire Chief Jim Price

i. 93 calls in January, 1:36 average turnout time and 10:09 average
time of arrival. Several motor vehicle accidents; no significant
injuries were reported.

ii. The Civil Service meeting was canceled due to lack of agenda
items. The next meeting is anticipated in April.

iii. The District has signed an agreement with SDAO for recruitment
assistance.

iv. Budget work has begun and is on target.

v. Wildfire Partnership Meeting – Wednesday, February 11, 2026

B. Staff Report: DC Brian Henrichs

i. Newly refurbished Engine is being repaired due to battery issues.

ii. Training Company training is going well.

C. Staff Report: DC Scott Kline

i. Attending multiple Land Use Hearings.

ii. Continuing to conduct plans review for access/water supply for new construction projects.

iii. Company Inspections are being completed. Three completed in January and then three more will be completed before the end of February.

iv. New Fire Code goes into effect 4/1/2026.

v. Will apply for a Ready Set Go grant which would go towards funding our Neighborhood Chipping Program. This grant would include a minimum of a 5% District match.

vi. DC Scott Kline's vehicle was damaged from the storm; it is being repaired.

vii. OEM/FEMA working on possible reimbursement for storm damage and staffing.

9. Finance

A. Financial Memo – review of updated reports.

B. HFD Fire Station Project Costs – expenses updated.

10. Unfinished Business

A. Volunteer Relations Update

i. Training Company Graduation – Tuesday, March 10, 2026

ii. Offering EMT class funding for Volunteers.

B. Board Liaison Update

i. Nora Gambee – CERT.

a. Recruiting CERT Members on Next Door Neighbor website.

b. Finalizing onboarding for three new CERT members.

c. Feleicia Forston has additional meetings schedule with additional potential new members.

11. New Business

A. News Media Policy Discussion

i. SDAO doesn't have a sample policy regarding media attending executive sessions, so they referred us to information from the Oregon Attorney General.

ii. The Oregon Attorney General opinion document has 21 pages related to the news media allowed to attend public executive sessions.

iii. Discussion on adding an additional short policy or adding to the existing policy.

a. Board consensus is to add to the current policy.

iv. The District has no recourse against media who violate confidentiality. Suggestion to use the language from the North Bend policy regarding the affiliate having a discipline procedure.

v. Suggestion to use language from the North Bend policy regarding no cameras or recording devices allowed.

vi. Board Member Kirk Peterson will put together updates to policy and bring them back to the Board for review.

B. Agenda Suggestions for Next Month's Meeting

i. Updates to Fire Chief Job Description Policy

ii. Updates to Public Meeting Policy

12. Motion To Pay Bills

MOTION MADE: By Terry Niedermeyer to Pay the Bills as submitted

2ND: By Kirk Peterson

DISCUSSION: Cliff Fortune declares a potential conflict of interest due to a reimbursement check for the SDAO Conference.

VOTE: Motion Passed Unanimously. 5 Ayes. Nora Gамbee (Aye), John Drake (Aye), Kirk Peterson (Aye), Cliff Fortune (Aye), and Terry Niedermeyer (Aye).

13. Board Member Comments

A. Nora Gамbee – Discussion on land use clearing for RV Park along E Hwy 26.

B. John Drake – Discussion on the bridge that doesn't meet the Fire District's access requirements.

C. Cliff Fortune – Recently attended the SDAO Conference which had some good classes.

D. Terry Niedermeyer – DC Brian Henrichs recently helped remove the old radio tower near Skyway. Clackamas County is conducting a disaster scenario in May. To assure continued use during a storm, radio repeaters are only installed in locations where there are known backup generators.

14. Executive Session under ORS 192.660 (2) (e): To conduct deliberations with designee on real property transaction negotiations.

RECESS From Regular Session at 8:14 PM

RECONVENE Into Executive Session at 8:14 PM

A. Discussion on Clackamas County Purchase Sales Agreement

ADJOURNMENT of Executive Session at 8:47 PM

RECONVENE into Regular Session at 8:50 PM

15. Other New Business

A. Clackamas County Purchase Sales Agreement

MOTION MADE: By Kirk Peterson to direct Scott Kline to pass on to Attorney the Board's response to the Clackamas County staff that they removed their previously requested changes in 2.2, 2.21, 2.22, and 2.23 but added a paragraph that provides a right of re-entry regarding any changes to the revisionary interests.

2ND: By John Drake

DISCUSSION: None.

VOTE: Motion Passed Unanimously. 5 Ayes. Nora Gambée (Aye), John Drake (Aye), Kirk Peterson (Aye), Cliff Fortune (Aye), and Terry Niedermeyer (Aye).

B. Kirk Peterson, Nora Gambée, and Scott Kline will attend the Clackamas County Board of County Commissioners Meeting on Tuesday February 17, 2026.

C. The Board will hold off scheduling the Groundbreaking ceremony until the Clackamas County Agreement is finalized.

16. Adjournment

MOTION MADE: By John Drake

ADJOURNMENT: By Nora Gambée at 8:56 PM

Respectfully Submitted,



Kelli Ewing, Office Administrator

Notes Type By: Christi Harris, Administrative Assistant