

BOARD OF DIRECTORS REGULAR MEETING MINUTES  
La Pine Rural Fire Protection District  
July 10, 2025

**Open Meeting**

Dir. Michael Vietzke opened the meeting at 9:00 a.m. and led the flag salute.

**Roll Call**

Directors Present: Chairperson Michael Vietzke, Dir. Robin Adams, Dir. Jeremy Johnson and Rex Lesueur

Staff Present: Chief Erick Holsey, Assistant Chief Dan Daugherty, Administrative Assistant Sandi Mickel

Staff Absent: Dir. Dan Robinette and Office Manager Joyce Engberg

Guests: Kyle Lohner and Union Rep Paul Stevenson

**Approval of Consent Agenda**

**Changes to the Agenda**

Chief Holsey added to the Correspondence section Assistant Chief Dougherty's Retirement letter as well as the Memorandum of Understandings.

**Oath of Office**

Dir. Robin Adams as newly elected Director 1 and Dir. Jeremy Johnson as newly elected Director 2 both took the Oath of Office.

**Election of Officers**

Dir. Vietzke called for a vote. Dir. Adams moved to nominate Dir. Vietzke as board President position and was seconded by Dir. Johnson. **Motion passed, 4-0**

Dir. Vietzke called for a vote. Dir. Vietzke moved to nominate Dir. Dan Robinette as board Vice President position and was seconded by Dir. Lesueur. **Motion passed, 4-0**

Dir. Vietzke called for a vote. Dir. Vietzke moved to nominate Dir. Adams as board Secretary position and was seconded by Dir. Lesueur. **Motion passed, 4-0**

## **Open Forum for Public Comment**

None

## **Employee Recognition:**

None

## **Review and Approval of minutes from June 12, 2025, Board of Directors Regular Meeting.**

Dir. Adams moved to adopt June 2025, minutes as presented, was seconded by Dir. Johnson. **Motion passed, 4-0**

## **Financials**

As the data improves the District will be looking to update report formats for improved clarity that will help board members understand financial health of the District and more easily spot trends or concerns. With line items normalizing and the audit outlook improving, there's a welcome reprieve from past volatility. The supplemental budget correction for maintenance shows proactive fiscal management.

Although the Deschutes County Tax Payback is still unresolved the outcome could also affect Klamath County revenue streams, introducing a broader risk profile. With the uncertainty of GEMT paybacks and lower than expected receipts the Fee for Service revenue uncertain the District will continue to plan for any potential variables.

As grant funding for two positions approaches its sunset, moving those costs to the general fund in FY 2027 demands forward budgeting to preserve operational integrity without service disruption.

## **Monthly Expenses Paid**

**Action: Dir. Adams moved to approve the following:**

Check #34523 to check #34609 for \$171,913.72,  
and check #34611 to check #34629 for \$41,910.84,  
EFT payments equaling \$269,296.66,  
and QuickBooks Services payments equaling \$166,497.31,  
for total monthly expenses paid of \$649,618.53  
for total monthly expenses paid of \$448,557.45

**Seconded by Dir. Johnson. Motion passed, 4-0.**

## **Management Reports**

### **Union Report**

None

### **Chief's Report**

Chief Holsey reported that everything has been going well and commented that the District will have final numbers for 2024-25FY once the next audit is complete and adjustments have been made.

There are two capital projects that are being worked on. One is getting an extractor for the new turnouts and will most likely be located at Station 103 as well as dryer. AC Daugherty will also be researching information on drying racks to see if it is feasible to also add. There is also a need to update the phone system at Station 102, perhaps to a VOIP system

Dir. Adams asked for an explanation of what line 9604 on the Profit & Loss Statement was. Chief Holsey explained that it is the last year of the grant that was received and since it was entered as a Reserve it cannot yet be spent.

Dir. Adams asked also about the amount of \$50,000.00 in line 9940 for Post Employment. Chief Holsey confirmed that this amount was incorrect and that \$500,000.00 in the correct amount

### **Correspondence/News**

Notice of PERS Retirement and Request for Reemployment letter from Chief Daugherty

Wood Duck Ct. Letters were mailed out to all residents notifying them the bridge had been repaired, and appropriate load ratings are posted to allow for the Districts apparatus to move across the bridge should such a need arise.

Fire Protection letter had been mailed to notify the planner at Deschutes county Community Development that 50880 Hwy 97, La Pine, OR is within LPRFPD and will be provided with fire suppression services by the District.

Letter from the City of La Pine to the Bureau of Land Management requesting that the BLM lands surrounding La Pine proper have a temporary closure in place within a mile radius surrounding the city.

### **Old Business**

Sunriver Fire Collaboration is still ongoing, and Chief Holsey will be meeting with the Sunriver Fire Board to discuss further how the two Districts can assist each other.

Chief Holsey would like to revisit Jim Fister's summary and recommendations for the Strategic Planning Process and move forward with the Mission Statement that has been developed and get it before the District board for approval.

Chief Holsey reported there has not been any further discussion with Jerry Hubbard regarding the Roundhouse Grant.

Board Policy 100.14 Fire District Use of Facilities by the Public, Facilities use form and Indemnification form were provided for the board member's review. Dir Rex recommended that the form includes a minimum amount on the Certificate of Insurance.

### **New Business**

Audit Report plan of action was provided for the District board member's review. Discussion ensued.

Dir. Johnson request an update regarding the Battalion Chief positions. Chief Holsey explained that for now this transition project is on hold with Chief Daugherty's retirement and the condition of the budget that there are more pressing issues to address such as a succession plan for the Assistant Chief position.

Dir. Johnson also requested an update on the extra medic. The District Chiefs will work on getting an advertisement together and listing for sale.

### **Special Meetings and Workshops**

Ops/Management meeting July 29, 2025, 08:30 Station 101

### **Good of the Order**

None

### **Next Regular Meeting**

August 14, 2025, at 9:00 a.m. at Station 101.

### **Regular Board Meeting Adjourned at 10:37 a.m.**

Respectfully Scribed and Submitted  
La Pine Rural Fire Protection District

*Sandi Mickel*

*Date Presented to Board: August 14, 2025*