

CANBY FIRE DISTRICT

BOARD OF DIRECTORS MEETING

Wednesday, May 20, 2026

7:00 PM, 1900 hours

Held at ZOOM and Canby Fire Station #361

ATTENDANCE

☒	President Ron Swor	☒	FC Matt Dale
☐	Vice-President Shawn Carroll	☒	DC Wayne Austen <i>via Zoom</i>
☒	Secretary/Treasurer Connie Austen <i>via Zoom</i>	☒	CFO Lori Fawcett
☐	Director Buner Ellis III	☒	AAIII Susan Arterberry
☒	Director Steve Thoroughman	☒	AAI Sarah Classen <i>via Zoom</i>

Also, in Attendance

In Person: Lt. Scott Hertzog (until 7:04 PM)

Via ZOOM:

Via ZOOM (without full names listed):

CALL TO ORDER

The Board of Directors meeting was called to order by President Ron Swor at 7:00 PM, 1900 hours.

CITIZEN INPUT: AGENDA ITEMS

None.

PRESENTATIONS

Drone Program (AC English) AC English reviewed the drone footage recently shot by Fire Inspector Johnston. The utilization of a drone for scene observation, inspection, search and rescue, hazmat and scene safety is a benefit to the district. The drone will safely fly, has the ability to stop itself from impact and has thermal imaging. Fire Inspector Johnston is the licensed pilot and will manage the drone program. Volunteer FGL Joel Owens is a drone pilot as well. We have secured flight clearance from the FAA and Aurora Airport. Drone challenge coins were given to the board members present.

CONSENT AGENDA

Minutes Board and Budget (AAIII Arterberry)

- April 15, 2026

Bills (CFO Fawcett)

A motion to approve the consent agenda from April 15, 2026, Board Meeting was made by Director Steve Thoroughman. The motion was seconded by Secretary/Treasurer Connie Austen and unanimously approved.

- **President Ron Swor-Aye**
- **Vice-President Shawn Carroll-Not Present**
- **Secretary/Treasurer Connie Austen-Aye**
- **Director Steve Thoroughman-Aye**
- **Director Buner Ellis III-Not Present**

FINANCIAL REPORT (CFO Fawcett)

April 2026 Financials: CFO Fawcett reported on the following:

- State Pool Interest remained static at **4.00%**
- LGIP General Account shows a total of **\$9,466,168.04**
- LGIP Future Reserve Account (prior Bond) **\$.02**
- Current Deposits & Earnings shows a total of **\$515,364.75**
- Current Expenses show a total of **(\$590,621.98)**
- Total available to the District is **\$9,672,795.58**
- Current Year Taxes show **\$37,203** received in April for FY26
- Prior Year Taxes show **\$5,254** received in April for FY26
- Radio Fund shows a total of **\$6,867.13**
- Ambulance Service has received **\$110,854** in April, **102%** of budget for FY26

Payroll: CFO Fawcett reported the payroll costs for the month of April as follows:

- April 15, 2026= **\$236,879.68**
- April 30, 2026= **\$261,086.33**
 - Monthly Life Insurance via A/P = **\$1,525.13**
 - Monthly Medical Insurance via A/P = **\$86,986.00**
- Total Payroll and Benefits Costs for April 2026: **\$586,477.14**

CFO Fawcett reports we have made our revenue budget for FY26. Ambulance revenue has rebounded and is back to normal monthly amounts. No supplemental budget will be required this FY, congratulations to Chief Dale for adhering to the approved budget.

ADMINISTRATIVE REPORTS

Correspondence (FC Dale): Chief Dale reviewed a letter from a constituent; thank you cards from CCOM, Canby third graders and emails received over the past month. Chief Dale did respond to the constituent letter.

City Council (Board Director): Director Thoroughman reports he started meeting with the Canby Fire District council liaison Tracy Hensley. The city is not sure if they will close the URA. The council is working on a wastewater treatment and drinking water project. There is a moratorium on new building due to the PGE power restrictions and there is concern of the potential impact to the district. Director Thoroughman reviewed the recent primary election results. Chief Dale noted that statewide 40% of fire district levy's did not pass. President Swor encouraged continued communication and engagement with the community, highlighting the benefits the fire district provides.

Risk Reduction (AC English): AC English states OLCC is getting temporary occupancy but will not be moving liquor for at least a year. The Walnut Street bypass is coming along, as seen in the drone footage.

Volunteer Report (DC Austen): Station 365 program is going strong as are the new volunteers and interns. The volunteer have raised enough fund for this year's firework display and are working on the \$5000.00 down payment for next year. Chief Dale and DC Austen have visited donors and have been getting pictures with them. Additionally, there is a sign-up sheet on the board for the 4th of July BBQ picnic hosted by the volunteers.

Chief's Update (FC Dale): Chief Dale's report is in the board packet. Chief Dale pointed out that in collaboration with the City of Canby and the Canby Police Department, an illegal fireworks publication will be coming out four (4) weeks prior to July 4th. This is in response to concerns the city has received about illegal fireworks.

OLD BUSINESS

None

NEW BUSINESS

Fire Chief's Evaluation (President Ron Swor): President Swor reports he and Vice-President Shawn Carroll completed the Chief's evaluation. Chief Dale thanked the board.

Duty Officer MOU with Local 1159 (FC Dale): FC Dale reviewed an agenda bill and the internal duty officer program that will run simultaneously with BC303. A formal Task Book will be completed while responding to calls with BC303, FC Dale and AC English. Future DO's will complete the task book before moving into a DO role. FC Dale recommend the board authorize him to enter into the memorandum of understanding with Local 1159 for duty officer trial program.

Director Steve Thoroughman made a motion to approve the memorandum of understanding between Canby Fire District and Local 1159 regarding a duty officer program effective 7/1/2026. Secretary/Treasurer Connie Austen seconded the motion, and it was unanimously approved.

- **President Ron Swor-Aye**
- **Vice-President Shawn Carroll-Not Present**
- **Secretary/Treasurer Connie Austen-Aye**
- **Director Steve Thoroughman-Aye**
- **Director Buner Ellis III-Not Present**

CITIZEN INPUT: NON-AGENDA ITEMS

None

GOOD OF THE ORDER

Chief Dale reports the start of a new seasonal newsletter. This connects members of the community that may not be on social media.

President Swor recognized the administration for the vital information communicated to the board.

ADJOURNMENT

A motion to adjourn from the regular Board of Directors meeting was made by Director Steve Thoroughman. The motion was seconded by Secretary/Treasurer Connie Austen and unanimously approved.

- President Ron Swor-Aye
- Vice-President Shawn Carroll-Not present
- Secretary/Treasurer Connie Austen-Aye
- Director Steve Thoroughman-Aye
- Director Buner Ellis III-Not present

The Regular Board of Directors meeting adjourned at 7:43 PM, 1943 hours.

NEXT MEETING:

REGULAR BOARD OF DIRECTORS MEETING & BUDGET HEARING

Date: June 17, 2026

Time: 1900 hours (7:00 PM)

Location: Station 361 and ZOOM

<https://us02web.zoom.us/j/86923965328>

Meeting ID: 869 2396 5328

APPROVED

Director Connie Austen
Board Secretary/Treasurer