

# CANBY FIRE DISTRICT

## BOARD OF DIRECTORS MEETING

Wednesday, June 17, 2026  
7:00 PM, 1900 hours  
Held via ZOOM and at Canby Fire Station #361

### ATTENDANCE

|                                     |                                            |                                     |                                   |
|-------------------------------------|--------------------------------------------|-------------------------------------|-----------------------------------|
| <input type="checkbox"/>            | President Ron Swor                         | <input checked="" type="checkbox"/> | FC Matt Dale                      |
| <input checked="" type="checkbox"/> | Vice-President Shawn Carroll               | <input checked="" type="checkbox"/> | DC Wayne Austen                   |
| <input checked="" type="checkbox"/> | Secretary/Treasurer Connie Austen          | <input checked="" type="checkbox"/> | CFO Lori Fawcett                  |
| <input checked="" type="checkbox"/> | Director Buner Ellis III <i>over phone</i> | <input checked="" type="checkbox"/> | AAIII Susan Arterberry            |
| <input checked="" type="checkbox"/> | Director Steve Thoroughman                 | <input checked="" type="checkbox"/> | AAI Sarah Classen <i>via Zoom</i> |

### **Also, in Attendance**

***In Person:*** Tim Nichols, Cpt. Jason Wanner

***Via ZOOM:***

***Via ZOOM (without full names listed):***

### CALL TO ORDER

The Board of Directors meeting was called to order by Vice-President Shawn Carroll at 7:00 PM, 1900 hours.

### CITIZEN INPUT: AGENDA ITEMS

None.

### PRESENTATIONS

**Kittyhawk Review (FC Dale):** FC Dale presented a slideshow and provided details of the February 3, 2026, Kittyhawk explosion and Canby Fire Districts response. The tank that exploded was a metal cylinder stored in a two-story deep pit. At the time of the explosion, the cylinder had completed its cycle and was in the process of cooling. The cylinder was seven (7) years old, inspected often and was up to code at the time of the explosion. Canby Fire District evacuated an area surrounding the building due to a second tank and a large argon tank on the outside of the facility. The natural gas leak caused by the explosion was quickly mitigated by NW Natural Gas. After extensive surveillance by drone with thermal imaging, the area was deemed safe and the evacuation order was lifted. Kittyhawk owners arrived immediately to assist in the investigation. They do intend to rebuild, and the City of Canby will ensure all codes are met; with safety to the community the priority.

### **Budget Hearing (CFO Fawcett)**

**A motion to adjourn the regular board meeting and to open the budget hearing was made by Director Steve Thoroughman, seconded by Secretary/Treasurer Connie Austen and unanimously approved.**

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

The Legislative Public Hearing Format was read by Vice-President Shawn Carroll. There were no questions regarding the procedure or format of the hearing. There were no guests attending the Budget Hearing via Zoom.

Facts regarding the budget process were reviewed and the FY 26/27 budget was presented by CFO Fawcett. Specifically, that:

*Canby Fire District has met the budgetary requirements as per the Oregon Department of Revenue.*

*The Canby Fire District Budget Committee met on April 15, 2026, and was presented with a proposed balanced budget for FY26 /27, which they unanimously approved.*

*ORS approved updates are included within the FY26 /27 Proposed Budget being presented to the Canby Fire District Board of Directors in the amounts, as follows:*

- *#00-4001 Fund Balance (Cash Carry Over) increased to \$5,980,703*
- *#01-5033 Duty Officer Program increased to 70,000*

*The appropriate public notifications have been published via the Canby Herald during the week of June 3<sup>rd</sup> and the week of June 10<sup>th</sup>, 2026.*

*Staff are pleased to make recommendation to our Board of Directors to approve the Canby Fire District FY 2026 /2027 Budget, in the amounts categorized for the General Fund, Debt Service, and Reserve Fund appropriations, as was unanimously approved by the Budget Committee, and with ORS approved updates, and as is presented here tonight.*

Vice-President Carroll asked for public comment or question and there was none.

**A motion to adjourn from the budget hearing and reconvene the regular board meeting was made by Director Steve Thoroughma, seconded by Vice-President Shawn Carroll and unanimously approved.**

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

## **CONSENT AGENDA**

### **Minutes (AAIII Arterberry)**

- **May 20, 2026**

### **Bills (CFO Fawcett)**

**A motion to approve the consent agenda from May 20, 2026, Board Meeting was made by Secretary/Treasurer Connie Austen. The motion was seconded by Vice-President Shawn Carroll and unanimously approved.**

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

## **FINANCIAL REPORT (CFO Fawcett)**

**May 2026 Financials:** CFO Fawcett reported on the following:

- State Pool Interest remained static at **4.00%**
- LGIP General Account shows a total of **\$8,231,280.16**
- LGIP Future Reserve Account (prior Bond) **\$.02**
- Current Deposits & Earnings shows a total of **\$1,492,708.14**
- Current Expenses show a total of **(\$1,305,690.08)**
- Total available to the District is **\$8,624,925.76**
- Current Year Taxes show **\$45,772** received in May for FY26
- Prior Year Taxes show **\$4,213** received in May for FY26
- Radio Fund shows a total of **\$6,867.19**
- Ambulance Service has received **\$142,332** in May, **115%** of budget for FY26

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

- May 15, 2026= **\$227,614.59**
- May 31, 2026= **\$245,592.11**
  - Monthly Life Insurance via A/P = **\$1,513.45**
  - Monthly Medical Insurance via A/P = **\$91,094.79**
- Total Payroll and Benefits Costs for May 2026: **\$565,814.94**

CFO Fawcett reports a principal and interest bond payment made in June 2026, leaving a remaining balance of \$1.8 million. She is expecting the LGIP interest rate to drop, following the trend of Washington, Alaska and Idaho. Additionally, ambulance revenue saw an increase for the month of May 2026.

## **ADMINISTRATIVE REPORTS**

**Correspondence (FC Dale):** Chief Dale reviewed thank you cards received from Trost Kindergarten, Cougar Club Child Care, Jamie Stickel for our presentation at the Civic Engagement Academy, a citizen for a May 2026 transport, and email thanks for participating in mock interviews at Canby High School.

**City Council (Board Director):** Director Thoroughman stated there was nothing to report.

**Volunteer Report (DC Austen):** DC Austen reports this year's fireworks are paid in full and a down payment has been paid for next year. Pictures have been taken and posted to social media of all those who donated \$500 or more. Volunteers and Interns went to DPSST on Saturday June 13, 2026, for live fire training. There will be a Volunteer Academy graduation ceremony in the first week of July. Upcoming summer activities include 4<sup>th</sup> of July evening picnic with bingo and games for the kids. A 4<sup>th</sup> of July parade will be held in the morning. Work continues on the #48 Engine that is now at ST361. ST365 is getting the cement floor refinished. Our Emergency Radio Group participated in emergency drills over the past weekend at Aurora Airport. Vice-President Shawn Carroll asked about our participation in Harefest and the Clackamas County Fair. DC Austen stated we will be providing services at the fair and will not be at Harefest. Fire volunteers will be honored during the rodeo on Thursday evening of the fair. All eligible volunteers have signed up for Wildland Staffing.

**Chief's Update (FC Dale):** Chief Dale's report is in the board packet. He highlighted the picture of the groundbreaking ceremony of the Walnut Street extension. Notable calls include the barn fire Kenagy Lane that AC English commanded. The fire is still under investigation. The annual Canby Police and Canby Fire softball game and BBQ is scheduled for June 27th.

### **OLD BUSINESS**

None

### **NEW BUSINESS**

**Resolution #2026-01: A Resolution Adopting the FY 2026/2027 Budget and Making Appropriations and Levying Taxes (CFO Fawcett):** The resolution was reviewed by CFO Fawcett.

**A motion to set and approve the ad valorem property taxes under Canby Fire District's permanent rate authority on all taxable property within the Fire District for tax year 2026/2027 at the rate of \$1.5456 per \$1,000 of assessed value for permanent tax rate was made by Director Steve Thoroughman. The motion was seconded by Vice-President Shawn Carroll and unanimously approved.**

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

**A motion to set and approve the ad valorem property taxes under Canby Fire District's local option levy rate authority on all taxable property within the Fire District for tax year 2026/2027 at the rate of \$0.95 per \$1,000 of assessed value for local option tax was made by Director Steve Thoroughman. The motion was seconded by Secretary/Treasurer Connie Austen and unanimously approved.**

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

A motion to set and approve the ad valorem property taxes under Canby Fire District's G.O. Bond authority on all taxable property within the Fire District for tax year 2026/2027 at the amount of \$651,983.20, which is calculated to be sufficient to fulfill the G.O. Bond Debt Service requirements for tax year 2026/2027, after taking into account discounts and delinquencies that may occur in the payment of taxes was made by Director Steve Thoroughman. The motion was seconded by Secretary/Treasurer Connie Austen and unanimously approved.

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

A motion was made to approve Resolution 2026-01, adopting the FY 2026/2027 Budget, and make appropriation, and to levy taxes was made by Director Steve Thoroughman. The motion was seconded by Secretary/Treasurer Connie Austen and unanimously approved.

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

**Resolution #2026-02: A Resolution Extending Canby Fire District Worker's Compensation Coverage to Volunteer Members (CFO Fawcett):** The resolution was reviewed by CFO Fawcett.

A motion was made by Director Steve Thoroughman to approve Resolution 2026-02, extending Canby Fire District Worker's Compensation coverage to volunteer members. The motion was seconded by Secretary/Treasurer Connie Austen and unanimously approved.

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

**Non-Represented Compensation Update:** Per CFD Board Policy, FC Dale presented the non-represented compensation update for FY 2026/2027. There were no questions from the board.

#### **CITIZEN INPUT: NON-AGENDA ITEMS**

None

## **GOOD OF THE ORDER**

FC Dale reports that Canby Police Chief Tro's retirement will be July 10<sup>th</sup> at 2:00 PM and he has been asked to speak. He asked the board members to sign a helmet as a retirement gift. The appointment of the new Canby Police Chief Jason Lindland was announced today.

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

The Regular Board of Directors meeting adjourned at 7:46 PM, 1946 hours.

## **NEXT MEETING:**

### **REGULAR BOARD OF DIRECTORS MEETING**

**Date: July 15, 2026**

**Time: 1900 hours (7:00 PM)**

**Location: Station 361 and ZOOM**

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

**Meeting ID: 869 2396 5328**

APPROVED

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Director Connie Austen  
Board Secretary/Treasurer