BOARD OF DIRECTORS MEETING MINUTES

Regular Meeting | August 12, 2026

Organization	Lowell Fire Protection District
Date and Time	August 12, 2026 | 5:01 p.m.-5:36 p.m.
Location	Lowell RFPD

Attendance

Board Members Present	Staff Present
Max Baker Liz Annis John Myers Bob Burr Trystan Pierzina	Lon Dragt, Fire Chief

1. Call to Order

The regular meeting of the Lowell Fire Protection District Board of Directors was called to order at 5:01 p.m. on August 12, 2026.

2. Approval of Previous Minutes

Motion by Liz Annis, seconded by John Myers, to approve the minutes of the July 8, 2026 meeting. Motion carried unanimously, 5-0.

3. Financial Report

Fire Chief Lon Dragt presented the financial report and provided the following updates:

- Financial reconciliation work is being completed by Chasey and Maureen.
- Chasey is receiving additional training on financial processes.
- The Board discussed prior confusion regarding Beth's practice of completing financial work before board meetings.
- Two significant truck-repair invoices, approximately $16,000 and $22,000, were paid.
- A new roof was installed at Station 2.
- The Board discussed engaging an accountant quarterly to assist with financial oversight and tax matters.

The Board approved payment of the bills. The mover, seconder, and vote count were not recorded in the source notes.

4. Equipment and Fleet Report

Engine 2301

Chief Dragt reported continuing steering-system issues with Engine 2301 that may require additional repairs. He noted concerns with the Hughes dealership and the possibility that the steering issue is related to a prior vehicle accident.

Fleet Evaluation and Replacement Planning

The Board reviewed a fleet evaluation report addressing apparatus condition and replacement priorities.

- Command Truck C2300, at 23 years old, was identified as the highest-priority replacement need.
- The evaluation considers engine hours in addition to mileage. B2301 has 4,073 engine hours, indicating substantial wear despite low mileage.
- Engine 2302 was also identified for replacement consideration.
- Options for a command truck included an in-house build, a pre-built unit, or a demonstration model with an estimated three-month delivery timeline.
- The estimated cost was discussed as $120,000 or more.
- Chief Dragt expressed concern about adding debt to the budget. The Board also discussed paying off existing loans before acquiring additional equipment.

Consensus: Defer further financial commitments and continue evaluating timing and financing options.

5. Incident Response Report

Chief Dragt reported 35 calls during the previous month:

- 17 medical responses
- 4 fires, including a 12-acre fire caused by a trailer being dragged by a scraper
- 7 motor vehicle accidents
- Several days of mutual-aid response to the Salmon Fire, generating significant reimbursement revenue

6. Personnel Report

The department has 38 members, including 26 volunteers.

7. Facilities Report

- Bathroom repairs are ongoing at Station 2.
- Station painting is in progress.
- Damaged overhead bay doors require repair.
- Potential projects for the next budget include insulating the Station 2 garage, replacing the front door and glass at Station 1, and relocating the front sign to create a more storefront-like appearance.
- Containers are planned to be moved from Station 3 to Station 2 to facilitate the sale of Station 3.
- Changes to the department's phone system are under consideration.

8. Strategic Planning

Chief Dragt discussed development of a comprehensive five-year strategic plan, anticipated to be 50-80 pages. The existing master plan, which has not been updated for approximately 12 years, provides a useful foundation, but no comprehensive plan has been developed to accompany it. The Board agreed to continue the planning effort.

9. Upcoming Conferences

- OFDDA Conference: November 5-7, 2026
- SDAO Conference: dates to be provided

Board members may attend either conference.

10. Action Items

Responsible party: Lon Dragt. Due dates were not specified.

- Distribute the master plan and comprehensive strategic plan documents to the Board for review.
- Investigate engaging a quarterly accountant for financial oversight and tax assistance.
- Contact Rodgers Towing or another provider to move the containers from Station 3 to Station 2.
- Obtain quotes for proposed next-budget facility projects, including Station 2 garage insulation and the Station 1 front door and glass replacement.
- Provide SDAO conference dates to the Board.
- Book accommodations for interested Board members attending the OFDDA Conference, November 5-7, 2026.
- Review Lloyd's invoice regarding roofing material for the roof replacement.
- Confirm the bent steering-arm issue on Engine 2301 and arrange repairs.
- Arrange repairs to the damaged overhead bay doors.
- Relocate the front sign to a more storefront-like position.

11. Adjournment

The meeting adjourned at 5:36 p.m.

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Board Chair	Date	Secretary / Recording Officer	Date