

# CRAIG RURAL FIRE PROTECTION DISTRICT BOARD MEETING MINUTES

January 15, 2026

## **Call the Meeting to Order**

KC Hume called the meeting to order at 7:00 pm. All Board members present

## **Pledge of Allegiance & Moment of Silence**

## **Approval of Agenda**

Rod Kowach made a motion to approve the agenda. JB Chapman seconded. Motion Approved. (5:0).

## **Approval of Minutes**

Chapman moved to approve the December 11, 2025 minutes as presented. Rod Kowach seconded. Motion passed. (5:0).

## **Audience Comments**

None

## **Approval of Bills**

Chris Nichols made a motion to approve the bills for January 15, 2026 as presented (Fire Department bills in the amount of \$11,623.24 Haz-Mat bills in the amount of \$856.53 and Pension bills of \$0.00 for a total of \$12,480.27. Mark Bangs seconded. Motion passed. (5:0)

## **Purchase Orders**

2026-001 – Steel “dollhouse” flashover simulator. Used to teach fire behavior, ventilation and hazards. Reusable prop, as opposed to plywood ones. It is already a budgeted item, but the shipping puts it a little over budget. Nichols made a motion to approve purchase order 2026-001. Chapman seconded. Motion passed. (5:0)

## **Budget Review**

Nichols – Wrapping up 2025, there are still a few expenses coming in. Revenue 118%. Mostly interest from the money market and specific ownership. Admin 84%. Operations 82%. Capital 37%. Total Expenditure 77.8% of the budget.

## **New Business**

Resolution Designating Official Newspaper - Read by Hume. Nichols made a motion to approve the Resolution to Designate an Official Newspaper. Bangs and Kowach seconded. Motion passed. (5:0)

Resolution Designating Public Place for Posting - Read by Hume. Kowach made a motion to approve the Resolution Designating Public Place for Posting. Chapman Seconded. Motion passed. (5:0)

Resolution to Petition into District - Chief Mercer made a presentation regarding 197 Blue Gravel Lane, 11332 County Road 103, and 617 Blue Gravel Lane. These properties touch the fire district. Chief Mercer viewed the sites, and recommend that we accept 197 Blue Gravel Lane, 11332 County Road 103, and 617 Blue Gravel Lane into district. Hume read the Resolution to Petition into District, Chapman made a motion to accept 197 Blue Gravel Lane, 11332 County Road 103, and 617 Blue Gravel Lane into Craig Rural Fire Protection District. Kowach seconded. Motion passed. (5:0)

Administrative Policies – Assistant Chief Olsen has been working on updating policies. ADM-28 is the Ambulance Assist Policy, updated for better verbiage and current staffing. Will post for 30 days and then come back. Discussion followed. No action taken. ADM-31 & ADM-16 ADM-16 is redundant and captured in ADM-31. Offer up to delete ADM-16 for redundancy. ADM-31 is to clean up language, and bring policy current. Will post for 30 days. Discussion followed. No action taken.

Bathroom Bid – We have received three bids for the bathroom repairs regarding the holes in the shower. Bids were reviewed. Board recommended requesting updated quotes with current dates.

### **Correspondence**

Hume read a thank you card from the Johns/Walls family.

### **Reports from the Chief –**

Chief Mercer – We had 30 calls in December. 24 Fire, 6 EMS, and 0 HazMat. The recruit process is ongoing. Sixteen are moving on to the informational meeting. Interviews are scheduled for the 20<sup>th</sup> & 21<sup>st</sup>. Physical agility is on the 22<sup>nd</sup>. Academy is scheduled to start March 7<sup>th</sup>. PR has included fire inspections, tours, and a ropes and knots class for Search and Rescue. Ladder 11 is still waiting on parts. The in-house parts are finished, waiting on a few parts to paint and ship. New station computers have arrived. AOP meeting is scheduled for February 4<sup>th</sup>.

### **Board Member Reports**

Rod Kowach – Thank you guys, great job. Be careful, it is still winter and the deer are still out. Appreciate what you do.

J.B. Chapman — Thank you, Kris for bringing the organizational piece forward. Encouraged about sixteen applicants.

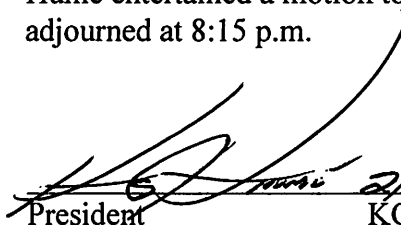
Mark Bangs – Thank you, Kris for the policy work. Apologize for missing the banquet.

Chris Nichols – Thank you for Christmas, it was really good. Thanked Hume for covering shift. Scheduling discussion with Larona about tax impacts. Continuing to work through legal issues.

KC Hume — The cranberry-apple butter was great! Received legal correspondence from provider regarding coverage.

### **Adjournment**

Hume entertained a motion to adjourn. Kowach moved. Bangs seconded. Motion passed. (5:0) Meeting adjourned at 8:15 p.m.

  
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President                      KC Hume

  
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Secretary/Treasurer                      Chris Nichols