

**Depoe Bay Rural Fire Protection District
&
North Lincoln Fire & Rescue District #1**

**Consolidation Steering Committee Meeting Minutes
January 21, 2020**

***** NOT YET APPROVED *****

<u>Attendance:</u>	
Committee Members:	Others in Attendance:
Bryan Daniels – DBF Assistant Chief	KrieAnn Kudar – NLFR
Rob Dahlman – NLFR Fire Chief	Brian Nordyke – NLFR
Janel Gifford – DBF Board Director	M. Gerard (Jerry) Herbage – Lincoln County Legal Counsel
Paul Erskine – DBF Board Vice-President	Eric Maestas – NLFR
Ron Woodard – NLFR Board Secretary-Treasurer	Brandon Bowers – NLFR
Alan Lee – NLFR Board President	Patrick Ganz – DBF

The meeting of the DBF / NLFR Consolidation Steering Committee was held at the St. Clair Fire Station at 4520 SE Hwy. 101, Lincoln City, OR 97367.

The meeting was called to order by Committee Chair Paul Erskine at 4:08 p.m., and all stood to recite the Pledge of Allegiance. Roll call attendance was then taken; Alan Lee joined the meeting at 4:34 p.m.

Approval of Minutes

The Consolidation Steering Committee Minutes from the 11/26/2019 meeting were presented for approval. Ron Woodard made a motion to approve the minutes as presented; Janel Gifford seconded the motion. The motion passed. **(See Motion #1)**

Old Business

- Review Contact List of Stakeholders – Committee members discussed the Stakeholder Group Category List and Contact List. It was suggested that ODF, Oregon Fish and Wildlife, and USCG be added as Mutual Aid agencies; Chief Dahlman and Chief Daniels will work on the lists and distribute to the other committee members.

New Business

- Review Information from Lincoln County Assessor and Oregon Dept. of Revenue – Jerry Herbage from Lincoln County Legal Counsel was present upon the request of Wayne Belmont, who was unable to attend. He answered questions and will get back to the Committee with answers he didn't have as several pages were missing from his copy of Section 198 of the Oregon Revised Statutes on consolidation. Highlights of the discussion are as follows:

- Definition of “Reformation” (can set our own permanent rate) vs. “Consolidation” (can’t set our own permanent rate) – is this a possibility?
- Clarification is needed on item #9 of the Boundary Change document, which appears to require that we would need boundary change approval by March 2021 to be able to put our dissolution/consolidation measures on the May 2021 ballot. FYI, there is no boundary commission.
- Annexation is not an option when looking to consolidate the two Districts.
- Bonded indebtedness - does the bond debt get distributed among all in the new district or is there some other possibility?
- Do the current levies become part of the permanent rate? DBF's local option goes into effect July 2020; can this levy amount be included in our new permanent rate or is there some timeframe that the levy must be in effect?
- Is May 2021 a feasible timeline for putting our measures on the ballot given the timelines associated with County and State processes?
- Mr. Herbage advised us to keep the State Department of Revenue informed early on of our new legal description for the boundary change.
- Review of Goals & Objectives (Strategy B of ESCI Study) – there was a lengthy discussion of the handout of highlights condensed from the 2012 Emergency Services Consulting International (ESCI) Study:
 - We are already aligning some aspects such as training, bookkeeping, records management, etc. Work groups are needed to work on specific items.
 - Adjustments can be made to the 190 Agreement to address specific issues.
 - Chief Dahlman and Chief Daniels are going to revise the list from the ESCI Study based on the Committee’s discussion and bring the revised list back to the group for the next meeting.
- Consider name change of the Committee – as the 190 Agreement specifies a quarterly report be made to the Oversight Committee, it is easier to change the name of this committee than to form a new one. Ron Woodard made a motion to recommend to each District’s Board that the name of the Consolidation Steering Committee be changed to the Oversight Committee; Alan Lee seconded the motion. The motion passed. **(See Motion #2)**

Future Meeting Dates and Locations

The next meeting of the Committee is scheduled for Tuesday, February 18, 2020 at 4 p.m. at the Gleneden Beach Fire Station at 6445 Gleneden Beach Loop in Gleneden Beach, Oregon.

Agenda Items will include:

- Follow-up with Lincoln County Legal Counsel
- Review of Stakeholder Group Category and Contact List
- Review workgroups for Goals & Objectives
- Name change to Oversight Committee

For the Good of the Order

None.

Chief Dahlman made a motion to adjourn the meeting; Chief Daniels seconded the motion. The motion passed. **(See Motion #3)**

ADJOURNED AT 6:25 p.m.

The minutes were taken, transcribed and submitted by KrieAnn Kudar, NLFR Administrative Assistant

**Depoe Bay Rural Fire Protection District & North Lincoln Fire & Rescue District #1
Consolidation Steering Committee Meeting**

Roll Call

Date: January 21, 2020

	Present	Absent		
Bryan Daniels	X			
Rob Dahlman	X			
Janel Gifford	X			
Paul Erskine	X			
Ron Woodard	X			
Alan Lee		X	Arrived 4:34 p.m.	

**Depoe Bay Rural Fire Protection District & North Lincoln Fire & Rescue District #1
Consolidation Steering Committee Meeting**

Motion #1 and Voting Record

Date: January 21, 2020

Motion Made By:		Motion Seconded By:	
	Bryan Daniels		Bryan Daniels
	Rob Dahlman		Rob Dahlman
	Janel Gifford	X	Janel Gifford
	Paul Erskine		Paul Erskine
X	Ron Woodard		Ron Woodard
	Alan Lee		Alan Lee

MOTION: To approve the Minutes of the November 26, 2019 Consolidation Steering Committee Meeting as presented.

	FOR	AGAINST	ABSTAINED	COMMENTS
Daniels	X			
Dahlman	X			
Gifford	X			
Erskine	X			
Woodard	X			
Lee			X	Was not present at that time

RESULTS

PASSED	FAILED
X	

**Depoe Bay Rural Fire Protection District & North Lincoln Fire & Rescue District #1
Consolidation Steering Committee Meeting
Motion #2 and Voting Record
Date: January 21, 2020**

Motion Made By:		Motion Seconded By:	
	Bryan Daniels		Bryan Daniels
	Rob Dahlman		Rob Dahlman
	Janel Gifford		Janel Gifford
	Paul Erskine		Paul Erskine
X	Ron Woodard		Ron Woodard
	Alan Lee	X	Alan Lee

MOTION: To recommend that each District's Board agree to change the name of the Consolidation Steering Committee to the Oversight Committee.

	FOR	AGAINST	ABSTAINED	COMMENTS
Daniels	X			
Dahlman	X			
Gifford	X			
Erskine	X			
Woodard	X			
Lee	X			

RESULTS

PASSED	FAILED
X	

**Depoe Bay Rural Fire Protection District & North Lincoln Fire & Rescue District #1
Consolidation Steering Committee Meeting
Motion #3 and Voting Record
Date: January 21, 2020**

Motion Made By:		Motion Seconded By:	
	Bryan Daniels	X	Bryan Daniels
X	Rob Dahlman		Rob Dahlman
	Janel Gifford		Janel Gifford
	Paul Erskine		Paul Erskine
	Ron Woodard		Ron Woodard
	Alan Lee		Alan Lee

MOTION: To adjourn the meeting at 6:25 p.m.

	FOR	AGAINST	ABSTAINED	COMMENTS
Daniels	X			
Dahlman	X			
Gifford	X			
Erskine	X			
Woodard	X			
Lee	X			

RESULTS

PASSED	FAILED
X	