

# **NORTH LINCOLN FIRE & RESCUE DISTRICT #1**

## **Board of Directors Meeting Minutes February 10, 2016**

### **Attendance:**

#### **Board Members:**

Ron Woodard  
Tim Beatty  
Jamie Wright  
Carol Smith

#### **Staff:**

Don Baker  
Doug Kerr  
Lois Smith

#### **Guests:**

Matt Graves

#### **Absent:**

Danny Curler

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Board President Ron Woodard called the meeting of the Board of Directors to order at 6:00 p.m. at the Taft Fire Station.

### **Approval of Minutes**

The minutes of the 01/13/2016 board meeting were approved as presented. The motion was made by Carol Smith and seconded by Tim Beatty. The motion passed.  
(See Motion #1 for the voting record.)

### **Payment of Bills**

The bills were presented for payment. Tim Beatty made a motion to approve payment of all bills; Jamie Wright seconded the motion. The motion passed.  
(See Motion #2 for the voting record.)

Four additional checks were presented for approval which were written after the financials were completed; therefore, they were not listed with the other checks to be approved. The checks are for volunteers to attend training during the coming week (check #26919, #26920, #26921 and #26922). Tim Beatty made a motion to approve these four checks; Jamie Wright seconded the motion. The motion passed.  
(See Motion #3 for the voting record.)

### **Matt Graves – Presented the 2014/2015 Audit**

Matt Graves reviewed the audit and answered questions.

## **Old Business** - None

## **New Business**

### **1. 2014/2015 Audit**

The audit for the fiscal year ended 6/30/2015 was presented for approval. Carol Smith made a motion to approve the audit; Tim Beatty seconded the motion. The motion passed. (See Motion #4 for the voting record.)

### **2. Pay Upon Separation**

There was discussion about the final pay of any earned and unpaid wages, vacation, and other compensatory time. Currently, all final pay is paid entirely on a paycheck. However, this can be changed by the Board to have a portion directed as a contribution to the employee's HRA-VEBA account. The Board should review this annually and can make changes on an annual basis.

The Board requested that a resolution be prepared for the March board meeting.

### **3. Addendum "C" to the Fire Chief Employment Agreement**

Chief Baker presented his updated Succession Plan and answered questions regarding the plan. Addendum "C" was presented to the Board. The reason for the addendum was that the items listed in the addendum were items previously approved by board motion but were not put in the employment agreement.

Tim Beatty made a motion to approve Addendum "C"; Carol Smith second the motion. The motion passed. (See Motion #5 for the voting record.)

The Board requested that the maximum accrual for the Fire Chief be updated from the 720 hours. Lois will check to see what it should have been and present the revised Addendum "C" to the Board at the March meeting for signatures.

## **COMMITTEE REPORTS**

### **Building & Grounds**

- Doug Kerr reported that the backup power at Station 1700 is up and running.
- Doug Kerr updated the Board regarding the request from Gary Fromm for access through the property at Station 1300. Nothing has been done as of this date. We are still waiting for the proposal from Mr. Fromm.
- Tim Beatty inquired about the training tower at Station 1300. Doug Kerr reported that he has spoken with the volunteers at that station and that we might want to keep the building and do some updates so it can be used for training.

- Chief Baker discussed Station 1200 and the issue of new apparatus not fitting in the apparatus bay and some possible solutions. When the seismic upgrades are being planned, bay expansion will be reviewed. There is the possibility that an engine could be designed with a shorter length. There was discussion about property lines at Station 1200 and that a survey might be needed.

### **Equipment & Communications**

- Doug Kerr reported that he just finished a grant application for 10 mobile repeaters for just under \$40,000.
- Chief Baker discussed the recent water rescue incident. A resolution was presented to the Board to appropriate the insurance money for the purchase of a new jet ski. Chief Baker was not certain the ORS number was correct. Carol Smith requested that the ORS number needs to be researched to make sure it is the correct one before the Board will approve the resolution. Chief Baker indicated that there is money in the budget to pay for the new jet ski prior to receiving the insurance money. Therefore, approval of the resolution can wait until the next board meeting.

A question was asked about drug testing when there is an accident. Doug Kerr indicated that is the policy; however, it was overlooked in this case. It was requested that the accident/incident form include a check box for drug screening.

**Public Relations/Safety** - Doug Kerr reported that Jason Jansen with SDAO is assisting Jim Kusz with the report of the jet ski incident.

**Training** – Doug Kerr mentioned that the Recruit Academy graduation took place last week.

### **Assistant Chief's Report**

Chief Kerr reported on the following:

- Alarm totals
- Working on preparing budget requests for the new budget.
- Worked on apparatus replacement with Chief Baker.
- Attended a National Fire & Arson Investigation class in Medford last month.
- No update yet on our ISO rating.
- Firefighters' Ham Dinner is this coming Sunday, February 14<sup>th</sup>.
- Completed 19 years of employment with the District. The Board congratulated him and thanked him for all he has done.

### **Chief's Report**

Chief Baker reported on the following:

- Regarding the bond refinancing, David Ulbricht will be updating the schedule.
- The capital replacement schedule was discussed.
- Pump testing facility is estimated to cost about \$130,000; working on getting estimates for a future bond levy.
- Discussed the District's insurance package. One of the changes is that apparatus at 15 plus years will no longer be at replacement value, but will be at functional value. This means that a used vehicle would have to be purchased.

**Public Comment** – None

### **For the Good of the Order**

- Ron reminded the Board of the Ham Dinner on February 14<sup>th</sup>.
- Jamie Wright reported that he recently attended board training.

It was requested that the topic of Tsunami Warning System be put on next month's board agenda. Chief Baker requested that the legal notice include the topic.

Ron Woodard adjourned the meeting at 8:20 p.m.

*The minutes were taken, transcribed and submitted by Lois Smith, Office Administrator*

NORTH LINCOLN FIRE & RESCUE DISTRICT #1

Motion and Voting Record

Motion: 1            Date: 02/10/2016

Motion Made By:		Motion Seconded By:	
	Ron Woodard		Ron Woodard
	Tim Beatty	X	Tim Beatty
X	Carol Smith		Carol Smith
	Jamie Wright		Jamie Wright
	Danny Curler		Danny Curler

MOTION:

To approve the minutes of the 01/13/2016 board meeting, as presented.

	FOR	AGAINST	ABSTAINED	COMMENTS
Woodard	X			
Beatty	X			
Smith	X			
Wright	X			
Curler				absent

RESULTS

PASSED	FAILED
X	

NORTH LINCOLN FIRE & RESCUE DISTRICT #1

Motion and Voting Record

Motion: 2            Date: 02/10/2016

Motion Made By:		Motion Seconded By:	
	Ron Woodard		Ron Woodard
X	Tim Beatty		Tim Beatty
	Carol Smith		Carol Smith
	Jamie Wright	X	Jamie Wright
	Danny Curler		Danny Curler

MOTION:

To approve payment of all the bills as presented.

	FOR	AGAINST	ABSTAINED	COMMENTS
Woodard	X			
Beatty	X			
Smith	X			
Wright	X			
Curler				absent

RESULTS

PASSED	FAILED
X	

NORTH LINCOLN FIRE & RESCUE DISTRICT #1

Motion and Voting Record

Motion: 3            Date: 01/10/2016

Motion Made By:		Motion Seconded By:	
	Ron Woodard		Ron Woodard
X	Tim Beatty		Tim Beatty
	Carol Smith		Carol Smith
	Jamie Wright	X	Jamie Wright
	Danny Curler		Danny Curler

MOTION:

To approve payment of Checks #26919, #26920, #26921, #26922 for volunteers to attend training.

	FOR	AGAINST	ABSTAINED	COMMENTS
Woodard	X			
Beatty	X			
Smith	X			
Wright	X			
Curler				absent

RESULTS

PASSED	FAILED
X	

NORTH LINCOLN FIRE & RESCUE DISTRICT #1

Motion and Voting Record

Motion: 4            Date: 02/10/2016

Motion Made By:		Motion Seconded By:	
	Ron Woodard		Ron Woodard
	Tim Beatty	X	Tim Beatty
X	Carol Smith		Carol Smith
	Jamie Wright		Jamie Wright
	Danny Curler		Danny Curler

MOTION:

To approve the audit for the fiscal year ending 6/30/2015.

	FOR	AGAINST	ABSTAINED	COMMENTS
Woodard	X			
Beatty	X			
Smith	X			
Wright	X			
Curler				absent

RESULTS

PASSED	FAILED
X	



NORTH LINCOLN FIRE & RESCUE DISTRICT #1

Motion and Voting Record

Motion: 5            Date: 02/10/2016

Motion Made By:		Motion Seconded By:	
	Ron Woodard		Ron Woodard
X	Tim Beatty		Tim Beatty
	Carol Smith	X	Carol Smith
	Jamie Wright		Jamie Wright
	Danny Curler		Danny Curler

MOTION:

To approve Addendum "C" to Chief Baker's employment contract.

	FOR	AGAINST	ABSTAINED	COMMENTS
Woodard	X			
Beatty	X			
Smith	X			
Wright	X			
Curler				absent

RESULTS

PASSED	FAILED
X	