

NORTH LINCOLN FIRE & RESCUE DISTRICT #1

Board of Directors Meeting - Minutes April 10, 2019

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

Attendance:

Board Members:

#1 – Ron Woodard
#2 – Tim Beatty
(Tim joined meeting at 5:35 pm)
#3 – Alan Lee
#4 – Jamie Wright
#5 – Danny Curler

Staff:

Fire Chief Rob Dahlman
DC Jamie Mason
Capt. Jim Kusz
District Clerk KrieAnn Kudar
Office Admin/HR Lois Smith

Guests:

Brian Nordyke - NLFR
Brandon Bowers - NLFR
Rick DeJager – NLFR
Steven Kha – NLFR
Bill Johnson – Depoe Bay Fire Chief
Nancy Oksenholt – NLFR Budget
Committee
Teresa Stuebgen
Dan Stuebgen
Shanna Cox – NLFR
Gary Fromm
Jeff Cutler – NLFR
George Blacketer – NLFR
Roy Cabal
Jerry Sneed – NLFR
Nathan Tuttle – NLFR
Loren Nordyke – NLFR
Justin Werner

Board President Jamie Wright called the regular Board meeting to order at 4:01 p.m.

EXECUTIVE SESSION #1

Board President Jamie Wright called Executive Session #1 to order at 4:01 p.m.

An Executive Session was called to order as authorized by ORS 192.660(2)(d) to review and discuss the Union Contract.

The Executive Session was closed at 4:30 p.m.

EXECUTIVE SESSION #2

Board President Jamie Wright called Executive Session #2 to order at 4:30 p.m.

An Executive Session was called to order as authorized by ORS 192.660(2)(f) to review correspondence from legal counsel.

The Executive Session was closed at 4:46 p.m.

Contract Review Board

The Contract Review Board opened at 4:49 p.m.

(1) Dispatch Agreement

Chief Dahlman reviewed the Intergovernmental Agreement with the City of Lincoln City for dispatch services. In accordance with the wishes of the Board members, changes had been made with legal counsel which include 1) protecting District equipment while it is in the City building and 2) giving the District the opportunity to repair equipment as needed before calling in someone else; the Agreement has gone back to the City. Once the changes have been incorporated, The Board authorizes the Board President or the Fire Chief to sign it. Ron Woodard made a motion to approve the Agreement; Danny Curler seconded the motion. The motion passed. **(See Motion #1)**

(2) Union Contract

Public Comments: Union Vice-President Dan Sparrow thanked Chief Kerr, Chief Dahlman, and the Board for their efforts.

Ron Woodard made a motion to approve the Union Contract; Alan Lee seconded the motion. The motion passed. **(See Motion #2)**

The Contract Review Board closed at 4:57 p.m.

Approval of Minutes

03/13/2019 Board Minutes

Public Comments: none

The Board Minutes of 03/13/2019 were presented for approval. Danny Curler made a motion to approve the Minutes; Alan Lee seconded the motion. The motion passed. **(See Motion #3)**

Review of Financial Statements and Payment of Bills

Financial Statements

Public Comments: none

The Board reviewed the monthly financial statements, Danny Curler made a motion to approve the statements as presented; Ron Woodard seconded the motion. The motion passed. **(See Motion #4)**

Payment of Bills

Public Comments: none

The bills were presented for payment. Danny Curler declared a conflict as Check #29800 and #29834 were for his business. Lois Smith informed the Board that the following check was voided as it was written for the incorrect amount.

Check #29834 – Station 3 Promotional Graphics (\$918.35) VOIDED

Ron Woodard inquired about the \$19.00 bank charge on Dave McKee's credit card statement; KrieAnn Kudar indicated she would check into it.

Ron Woodard made a motion to approve payment of the bills as presented; Alan Lee seconded the motion. The motion passed. **(See Motion #5)**

One check was written after the financials were completed. Therefore, a separate motion is needed to approve it:

Check #29844 – Station 3 Promotional Graphics (\$375.00)

Danny Curler declared a conflict as Check #29844 was for his business. Ron Woodard made a motion to approve payment of this check; Alan Lee seconded the motion. The motion passed. **(See Motion #6)**

Budget

Budget Committee Meeting

The meeting will be held on Wednesday, April 24, 2019 at 4 p.m. at the St. Clair Fire Station. Recently appointed committee member Nancy Oksenholt was in attendance.

Old Business

Civil Service Commission / Budget Committee Information Sheets

Public Comments: none

Drafts of information sheets for the Civil Service Commission and the Budget Committee were presented to the Board for review and comments. These will be provided to anyone who may wish to serve on one of the committees and has questions about the commitment required. Ron Woodard had one correction, which will be made.

Ron Woodard made a motion to approve the information sheets with the correction; Alan Lee seconded the motion. The motion passed. **(See Motion #7)**

Policy Review

Public Comments: none

The Policies regarding Board Membership, Duties, and Meetings were sent for legal review at the request of the Board at the March 13, 2019 Board Meeting. Legal had made quite a few changes and there was discussion regarding the documents. A motion to approve the Policy was tabled until all the corrections had been made and the final document could be reviewed.

New Business

Automatic Aid Agreements – Depoe Bay RFPD / NLFR and Nestucca RFPD / NLFR

Public Comments: none

Chief Dahlman presented proposed Automatic Aid Agreements between Depoe Bay Rural Fire Protection District and North Lincoln Fire & Rescue District #1, AND between Nestucca Rural Fire Protection District and North Lincoln Fire & Rescue District #1. The purpose of the Agreements is to ensure that both parties in each agreement are automatically dispatched to each other's districts in the event of calls requiring aid from the neighboring district. The wording in each of the two Agreements is identical save the boundary guidelines, which are particular to each district.

Danny Curler made a motion to approve both Automatic Aid Agreements; Ron Woodard seconded the motion. The motion passed. **(See Motion #8)**

Chief Dahlman mentioned that he is working with the U.S. Fish and Wildlife Service on a Memorandum of Understanding, which would put the District in line for federal grants for defending federal property.

Declare Property as Surplus

Public Comments: none

The following property is recommended to be declared as surplus:

1. SCBA Bottle Filling Station
MAKO Model #SCFS3-4HP / Mako Registrations #1642
2. Stand-Alone SCBA Compressor
MAKO Model #BAM06 H3 / Compressor Serial # 5407H1239
3. Emergency Generator
Onan Model 35EK / Serial #E910392218

The District has prospective buyers for #1 and #3.

Danny Curler made a motion to declare the three (3) items as surplus; Ron Woodard seconded the motion. The motion passed. **(See Motion #9)**

Purchase of SCBAs

Public Comments: none

Chief Dahlman presented the purchase order and quote from Sea Western for the purchase of SCBAs for a total amount of \$359,150.00. The Board reviewed the information and Tim Beatty made a motion to approve the purchase; Danny Curler seconded the motion. The motion passed. **(See Motion #10)**

Committee / Staff Reports

Effective at the 3-13-19 Board Meeting, staff will not go over or read their Board reports at the Board meeting. The Board members will have already reviewed the submitted reports prior to the meeting; any questions they may have about something in a report will be asked at the Board meeting.

Chief Dahlman had an update regarding the two (2) proposed ordinances in Fire Marshal Ulrich's report: legal counsel advised that the fees be removed from the ordinances themselves and that a third ordinance be put in place regarding District fees.

Chief's Report

Chief Dahlman reported that the Seismic Upgrade at Station 1200 had been closed out, and he updated the Board on the progress of the Seismic Upgrade at Station 1400, providing pictures from that day's weekly walk-through.

Chief Dahlman reported that the District had one ambulance transport the past month, and he spoke briefly about a CPR call with a successful outcome.

Chief Dahlman updated the Board regarding the Consolidation project. He had spoken with George Dunkel with SDAO, who would like to meet with both him and Depoe Bay Fire Chief Johnson, and he would like to make a presentation at a joint Board meeting.

Chief Dahlman informed the Board that highway billing payments have begun coming in from EF Recovery.

Chief Dahlman reported that the District is working on compliance with the State of Oregon's Equal Pay Act.

Chief Dahlman spoke on Urban Renewal and how it will affect the District's finances in the future. He will be attending the City Council meetings to ensure the District is part of the planning process.

Chief Dahlman informed the Board that the training tower at the Otis Fire Station is scheduled to be burned down on May 20th.

For the Good of the Order – Call for General Public Comments for Non-Agenda Items

Public Comment: NLFR Volunteer Lt. George Blacketer took exception to Chief Dahlman's personal Facebook posting regarding Lt. Blacketer's running for a position on the Board of Directors in May. Board Director Danny Curler agreed that legally it's okay to post opinions on personal Facebook pages, but is not professionally okay.

Public Comment: Otis resident Daniel Stuebgen took exception to Chief Dahlman's personal Facebook posting regarding Mr. Stuebgen's running for a position on the Board of Directors in May.

Public Comment: Otis resident Teresa Stuebgen took exception to Chief Dahlman's personal Facebook posting regarding her husband, Daniel Stuebgen, running for a position on the Board of Directors in May.

ADJOURNED AT 6:05 p.m.

The minutes were taken, transcribed and submitted by KrieAnn Kudar, Office Administrator

NORTH LINCOLN FIRE & RESCUE DISTRICT #1

Motion and Voting Record

Motion: 1 Date: 04/10/2019

Motion Made By:		Motion Seconded By:	
X	Ron Woodard		Ron Woodard
	Tim Beatty		Tim Beatty
	Alan Lee		Alan Lee
	Jamie Wright		Jamie Wright
	Danny Curler	X	Danny Curler

MOTION:

To approve the Dispatch Agreement with the City of Lincoln City.

	FOR	AGAINST	ABSTAINED	COMMENTS
Woodard	X			
Beatty				Absent for the vote
Lee	X			
Wright	X			
Curler	X			

RESULTS

PASSED	FAILED
X	

NORTH LINCOLN FIRE & RESCUE DISTRICT #1

Motion and Voting Record

Motion: 2 Date: 04/10/2019

Motion Made By:		Motion Seconded By:	
X	Ron Woodard		Ron Woodard
	Tim Beatty		Tim Beatty
	Alan Lee	X	Alan Lee
	Jamie Wright		Jamie Wright
	Danny Curler		Danny Curler

MOTION:

To approve the Union Contract.

	FOR	AGAINST	ABSTAINED	COMMENTS
Woodard	X			
Beatty				Absent for the vote
Lee	X			
Wright	X			
Curler	X			

RESULTS

PASSED	FAILED
X	

NORTH LINCOLN FIRE & RESCUE DISTRICT #1

Motion and Voting Record

Motion: 3 Date: 04/10/2019

Motion Made By:		Motion Seconded By:	
	Ron Woodard		Ron Woodard
	Tim Beatty		Tim Beatty
	Alan Lee	X	Alan Lee
	Jamie Wright		Jamie Wright
X	Danny Curler		Danny Curler

MOTION:

To approve the Minutes of the 3/13/2019 Board meeting, as presented.

	FOR	AGAINST	ABSTAINED	COMMENTS
Woodard	X			
Beatty				Absent for the vote
Lee	X			
Wright	X			
Curler	X			

RESULTS

PASSED	FAILED
X	

NORTH LINCOLN FIRE & RESCUE DISTRICT #1

Motion and Voting Record

Motion: 4 Date: 04/10/2019

Motion Made By:		Motion Seconded By:	
	Ron Woodard	X	Ron Woodard
	Tim Beatty		Tim Beatty
	Alan Lee		Alan Lee
	Jamie Wright		Jamie Wright
X	Danny Curler		Danny Curler

MOTION:

To approve the monthly financial statements.

	FOR	AGAINST	ABSTAINED	COMMENTS
Woodard	X			
Beatty				Absent for the vote
Lee	X			
Wright	X			
Curler	X			

RESULTS

PASSED	FAILED
X	

NORTH LINCOLN FIRE & RESCUE DISTRICT #1

Motion and Voting Record

Motion: 5 Date: 04/10/2019

Motion Made By:		Motion Seconded By:	
X	Ron Woodard		Ron Woodard
	Tim Beatty		Tim Beatty
	Alan Lee	X	Alan Lee
	Jamie Wright		Jamie Wright
	Danny Curler		Danny Curler

MOTION:

To approve the bills as presented for payment. Danny Curler declared a conflict with Check # 29800 and #29834 as the checks are for his business.

	FOR	AGAINST	ABSTAINED	COMMENTS
Woodard	X			
Beatty				Absent for the vote
Lee	X			
Wright	X			
Curler			X	

RESULTS

PASSED	FAILED
X	

NORTH LINCOLN FIRE & RESCUE DISTRICT #1

Motion and Voting Record

Motion: 6 Date: 04/10/2019

Motion Made By:		Motion Seconded By:	
X	Ron Woodard		Ron Woodard
	Tim Beatty		Tim Beatty
	Alan Lee	X	Alan Lee
	Jamie Wright		Jamie Wright
	Danny Curler		Danny Curler

MOTION:

To approve handwritten check #29844 in the amount of \$375.00, to replace voided check #29834 which had been written for the wrong amount. Danny Curler declared a conflict with Check # 29844 as the check is for his business.

	FOR	AGAINST	ABSTAINED	COMMENTS
Woodard	X			
Beatty				Absent for the vote
Lee	X			
Wright	X			
Curler			X	

RESULTS

PASSED	FAILED
X	

NORTH LINCOLN FIRE & RESCUE DISTRICT #1

Motion and Voting Record

Motion: 7 Date: 04/10/2019

Motion Made By:		Motion Seconded By:	
X	Ron Woodard		Ron Woodard
	Tim Beatty		Tim Beatty
	Alan Lee	X	Alan Lee
	Jamie Wright		Jamie Wright
	Danny Curler		Danny Curler

MOTION:

To approve the Civil Service Commission Information Sheet and Budget Committee Information Sheet with correction.

	FOR	AGAINST	ABSTAINED	COMMENTS
Woodard	X			
Beatty				Absent for the vote
Lee	X			
Wright	X			
Curler	X			

RESULTS

PASSED	FAILED
X	

NORTH LINCOLN FIRE & RESCUE DISTRICT #1

Motion and Voting Record

Motion: 8 Date: 04/10/2019

Motion Made By:		Motion Seconded By:	
	Ron Woodard	X	Ron Woodard
	Tim Beatty		Tim Beatty
	Alan Lee		Alan Lee
	Jamie Wright		Jamie Wright
X	Danny Curler		Danny Curler

MOTION:

To approve Automatic Aid Agreement (Depoe Bay RFPD / NLFR)
 To approve Automatic Aid Agreement (Nestucca RFPD / NLFR)

	FOR	AGAINST	ABSTAINED	COMMENTS
Woodard	X			
Beatty				Absent for the vote
Lee	X			
Wright	X			
Curler	X			

RESULTS

PASSED	FAILED
X	

NORTH LINCOLN FIRE & RESCUE DISTRICT #1

Motion and Voting Record

Motion: 9 Date: 04/10/2019

Motion Made By:		Motion Seconded By:	
	Ron Woodard	X	Ron Woodard
	Tim Beatty		Tim Beatty
	Alan Lee		Alan Lee
	Jamie Wright		Jamie Wright
X	Danny Curler		Danny Curler

MOTION:

To approve Declaration of Property as Surplus:

1. SCBA Bottle Filling Station
2. Stand-Alone SCBA Compressor
3. Emergency Generator

	FOR	AGAINST	ABSTAINED	COMMENTS
Woodard	X			
Beatty				Absent for the vote
Lee	X			
Wright	X			
Curler	X			

RESULTS

PASSED	FAILED
X	

NORTH LINCOLN FIRE & RESCUE DISTRICT #1

Motion and Voting Record

Motion: 10 Date: 04/10/2019

Motion Made By:		Motion Seconded By:	
	Ron Woodard		Ron Woodard
X	Tim Beatty		Tim Beatty
	Alan Lee		Alan Lee
	Jamie Wright		Jamie Wright
	Danny Curler	X	Danny Curler

MOTION:

To approve Purchase of SCBAs for \$359,150.00

	FOR	AGAINST	ABSTAINED	COMMENTS
Woodard	X			
Beatty	X			
Lee	X			
Wright	X			
Curler	X			

RESULTS

PASSED	FAILED
X	