

NORTH LINCOLN FIRE & RESCUE DISTRICT #1

Board of Directors Meeting - Minutes June 13, 2018

Attendance:

Board Members:

Ron Woodard
Tim Beatty
Jamie Wright
Al Lee
Danny Curler

Staff:

Doug Kerr
Jamie Mason
Rob Dahlman
KrieAnn Kudar
Ed Ulrich
Jim Kusz
Lois Smith

Guests: None

Approved 7/11/2018

Budget Hearing

Board President Jamie Wright called the Budget Hearing to order at 4:00 p.m. at the St. Clair Fire Station and called for public comments on the budget. There were no citizens of the community present at the meeting; therefore, there were no comments. The Budget Hearing was closed at 4:01 p.m.

Contract Review Board

Board President Jamie Wright called the meeting of the Contract Review Board to order at 4:01 p.m. The topic of discussion was the Emerick Construction contract for Station 1400 remodeling. Rob Dahlman reviewed the contract with the Board. Ron Woodard made a motion to approve the contract; Danny Curler seconded the motion. The motion passed. (See Motion #1) The Contract Review Board Meeting was closed at 4:05 p.m.

Approval of Minutes

Board President Jamie Wright called the regular board meeting to order at 4:05 p.m.

The Board Minutes of 5/9/2018 were presented for approval. Ron Woodard made a motion to approve; Danny Curler seconded the motion. The motion passed.
(See Motion #2)

Payment of Bills

The Board reviewed the monthly financial statements. Tim Beatty made a motion to approve the statements as presented; Ron Woodard seconded the motion. The motion passed. (See Motion #3)

The bills were presented for payment. Danny Curler made a motion to approve payment of the bills as presented; Tim Beatty seconded the motion. The motion passed. (See Motion #4)

BUDGET

Minutes

The Budget Committee Meeting minutes of 5/23/2018 were presented for approval. Ron Woodard made a motion to approve the minutes as presented; Tim Beatty seconded the motion. The motion passed. (See Motion #5)

Error on LB-10 – Capital Projects Fund

There was discussion regarding the error made on the Capital Projects Fund (LB-10). The amount on line 6 in the Resources Section (Sale of Bonds) should have been \$6,500,000 (not \$6,505,000). The Budget Committee approved the incorrect amount.

It was recommended that Line 2 in the Requirements Section (Apparatus) be approved for \$1,735,000 (not \$1,740,000).

Ron Woodard made a motion to approve the two changes; Danny Curler seconded the motion. The motion passed. (See Motion #6)

[Note: These two changes will be reflected in the Adopted by Governing Body column on the LB-10]

Resolution #2018-03

Resolution #2018-03 was presented to the Board to adopt the budget, make appropriations, impose the tax, and categorize the tax.

Danny Curler made a motion to approve the resolution; Tim Beatty seconded the motion. The motion passed. (See Motion #7)

OLD BUSINESS

1. EF Recovery Contract

Chief Kerr reviewed the contract with the Board. Ron Woodard requested that a couple of changes be made before Chief Kerr signs the contract.

- The District's name needs to have #1 added
- #12 states the State of Washington; this needs to be changed to Oregon.

With those changes made, Ron Woodard made a motion to approve the contract; Danny Curler seconded the motion. The motion passed. (See Motion #8)

2. Morris Excavation Agreement

Chief Kerr reviewed the conversation he had with Larry Morris regarding the verbal agreement for the removal of sand at Station 1600. The Board requested that the agreement be revised to include a time frame for the items to be completed and something regarding damages should they occur. The agreement will be revised by Chief Kerr and brought to the July board meeting.

New Business

1. Fire Chief Contract

Chief Kerr asked the Board to renew his employment contract for a one-year period (for the fiscal year 2018/2019). Ron Woodard made a motion to approve the extension of one year to his contract; Tim Beatty seconded the motion. The motion passed. (See Motion #9)

2. Policy Changes: Section 8.3: Payroll, Scheduling & Overtime Practices

The recommended changes discussed last month (work week/working hours, overtime calculation hours, compensation time, call back, pay upon separation) were reviewed by legal counsel and approved.

One addition to the changes is regarding the HRA-VEBA. There was discussion at the staff meeting about possibly changing the contributions to monthly, quarterly, or twice yearly. It was decided at the staff meeting to keep it annually for this coming fiscal year and perhaps change it at a later date. The change to the policy is to clarify that the contributions will be made during the month of July.

Ron Woodard made a motion to approve all the changes recommended to this section of the policy; Tim Beatty seconded the motion. The motion passed. (See Motion #10)

3. Election Results

The election results from the May 15, 2018 election were presented to the Board for approval, which the Counties require. Tim Beatty made a motion to approve the results; Danny Curler seconded the motion. The motion passed.
(See Motion #11)

COMMITTEE REPORTS

Building & Grounds

- Rob Dahlman updated the Board on the progress of the Seismic Project at Station 1200. There was a brief discussion about the property line at Station 1200 and that the fence is on the property line; therefore, there is no issue about the property line.
- Rob also gave the Board an update on the Seismic and Remodel Project at Station 1400 and that he will be meeting with the City regarding requirements.
- Chief Kerr reported that the drainage problem at Station 1200 has been repaired and will soon be paved.
- The sinkhole at Station 1600 has been repaired and will also soon be paved.
- The beach access road at SW 51st Street will soon be repaired so that apparatus can gain access. One of our volunteers has said he will be doing the work. It is hoped to have this finished before July 4th.

Equipment & Communications

Chief Kerr discussed a meeting recently held regarding the District's communications system.

Staff Reports

Public Relations / Safety Report

- Jim Kusz updated the Board regarding the various projects he has been working on which are listed in his report.
- Not listed in his report: OR-OSHA recently visited twice; these were requested consultations.

Training Report

- Jamie Mason updated the Board regarding the various projects he has been working on which are listed in his report.
- Changes to his report: (1) Attended a COCTOA meeting to discuss the county-wide Firefighter Academy; (2) Just completed grading the Fire Officer I papers.

EMS Report

Rob Dahlman updated the Board regarding the various projects he has been working on which are listed on his report.

Fire Marshal Report

- Ed Ulrich informed the Board about recently attending the District's Safety Committee and it has been decided that the District will participate in the National Firefighter Stand Down Week.
- Ed indicated that he is in the process of preparing Operating Policies.
- Other items he is working on are included in his report.

A motion was made by Ron Woodard to officially approve the Chinook Winds Casino Fireworks as a District event where a few of our volunteers provide security for the event. Tim Beatty seconded the motion. The motion passed. (See Motion #12)

Chief's Report

- Chief Kerr requested that one of the Board members attend the meeting with the City regarding the remodel requirements.
- Chief Kerr thanked staff, the Board, and the Union for all that was done regarding the election.
- Chief Kerr reported that he met with bond counsel and that they plan to attend our August board meeting to review steps of the bond sale.

- Doug Kerr thanked the Budget Committee for their help in the budget process. It is planned to complete a salary survey for Division Chief and Assistant Chief prior to next year's budget preparation.

Public Comment – None

For the Good of the Order - None

ADJOURNED AT 6:00 p.m.

The minutes were taken, transcribed and submitted by

Lois Smith

Office Administrator

North Lincoln Fire & Rescue District #1

NORTH LINCOLN FIRE & RESCUE DISTRICT #1

Motion and Voting Record

Motion: 1 Date: 06/13/2018

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 contract with Emerick Construction for Station 1400 remodeling.

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

RESULTS

PASSED	FAILED
X	

NORTH LINCOLN FIRE & RESCUE DISTRICT #1

Motion and Voting Record

Motion: 2 Date: 06/13/2018

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 minutes of the 5/9/2018 meeting, as presented.

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

RESULTS

PASSED	FAILED
X	

NORTH LINCOLN FIRE & RESCUE DISTRICT #1

Motion and Voting Record

Motion: 3 Date: 06/13/2018

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

MOTION:

To approve the monthly financial statements, as presented.

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

RESULTS

PASSED	FAILED
X	

NORTH LINCOLN FIRE & RESCUE DISTRICT #1

Motion and Voting Record

Motion: 4 Date: 06/13/2018

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

MOTION:

To approve payment of the bills as listed in the financial statements.

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

RESULTS

PASSED	FAILED
X	

NORTH LINCOLN FIRE & RESCUE DISTRICT #1

Motion and Voting Record

Motion: 5 Date: 06/13/2018

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

MOTION:

To approve the Budget Committee Minutes of 5/23/2018, as presented.

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

RESULTS

PASSED	FAILED
X	

NORTH LINCOLN FIRE & RESCUE DISTRICT #1

Motion and Voting Record

Motion: 6 Date: 06/13/2018

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 correction on LB-10 – Capital Projects Fund to reflect the correct amount of \$6,500,000 for the sale of the bonds and \$1,735,000 for apparatus. These two amounts will be entered into the column Adopted by Governing Body.

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

RESULTS

PASSED	FAILED
X	

NORTH LINCOLN FIRE & RESCUE DISTRICT #1

Motion and Voting Record

Motion: 7 Date: 06/13/2018

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

MOTION:

To approve Resolution #2018-03 to adopt the 2018/19 budget, make appropriations, impose the tax, and categorize the tax.

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

RESULTS

PASSED	FAILED
X	

NORTH LINCOLN FIRE & RESCUE DISTRICT #1

Motion and Voting Record

Motion: 8 Date: 06/13//2018

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 contract with EF Recovery (for highway billings). Two changes are to be made prior to Chief Kerr signing the document: (1) The District's name needs to have #1 added, and (2) Oregon needs to be inserted in place of Washington on #12.

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

RESULTS

PASSED	FAILED
X	

NORTH LINCOLN FIRE & RESCUE DISTRICT #1

Motion and Voting Record

Motion: 9 Date: 06/13//2018

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

MOTION:

To approve the one-year extension of Chief Doug Kerr’s employment contract (7/1/2018 through 6/30/2019).

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

RESULTS

PASSED	FAILED
X	

NORTH LINCOLN FIRE & RESCUE DISTRICT #1

Motion and Voting Record

Motion: 10 Date: 06/13//2018

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

MOTION:

To approve the policy changes in Section 8.3 – Payroll, Scheduling and Overtime Practices (work week/working hours, overtime calculation hours, compensation time, call back, pay upon separation). Also approved was changing the wording regarding the HRA-VEBA contributions to be made during the month of July annually.

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

RESULTS

PASSED	FAILED
X	

NORTH LINCOLN FIRE & RESCUE DISTRICT #1

Motion and Voting Record

Motion: 11 Date: 06/13//2018

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 the May 15, 2018 election results as submitted by Lincoln and Tillamook Counties.

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

RESULTS

PASSED	FAILED
X	

NORTH LINCOLN FIRE & RESCUE DISTRICT #1

Motion and Voting Record

Motion: 12 Date: 06/13//2018

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

MOTION:

To approve the Chinook Winds Casino Fireworks as a District event where a few of the District's volunteers provide security for the event.

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

RESULTS

PASSED	FAILED
X	