

# NORTH LINCOLN FIRE & RESCUE DISTRICT #1

## Board of Directors Meeting - Minutes July 10, 2019

**\*\*\* APPROVED \*\*\***

| <u>Attendance:</u>    |                             |                                     |
|-----------------------|-----------------------------|-------------------------------------|
| <b>Board Members:</b> | <b>Staff:</b>               | <b>Guests:</b>                      |
| #1 – Ron Woodard      | Fire Chief Rob Dahlman      | Bill Johnson – Depoe Bay Fire Chief |
| #2 – Tim Beatty       | FM Ed Ulrich                | Loren Nordyke – NLFR                |
| #3 – Alan Lee         | DC Jamie Mason              | Doug Strange – NLFR                 |
| #4 – Jamie Wright     | Office Admin./HR Lois Smith | Rick DeJager – NLFR                 |
| #5 – Danny Curler     |                             | Dennis Miles – NLFR                 |
|                       |                             | David Bickerdyke – NLFR             |
|                       |                             | Steven Kha – NLFR                   |
|                       |                             | Zachary Parker – NLFR               |
|                       |                             | Stephanie Blair                     |

Board President Jamie Wright called the regular Board meeting to order at 4:00 p.m.

### **Nomination of Board Officers**

Ron Woodard made a motion to appoint the following:

President: Alan Lee  
Vice-President: Jamie Wright  
Secretary/Treasurer: Ron Woodard

The motion was seconded by Tim Beatty. The motion passed. **(See Motion #1)**  
Alan Lee assumed the role of President.

### **Approval of Minutes**

#### **06/12/2019 Board Minutes**

The Board Minutes of 06/12/2019 were presented for approval.

*Public Comments: none*

Ron Woodard made a motion to approve the minutes; Jamie Wright seconded the motion. The motion passed. **(See Motion #2)**

## Review of Financial Statements and Payment of Bills

### Financial Statements

The Board reviewed the monthly financial statements. There were two checks (#29912 and #29954) which were voided. These checks were for volunteer members to attend training classes; however, they were not able to attend.

*Public Comments: none*

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

### Payment of Bills

The bills were presented for payment. Danny Curler declared a conflict regarding Check #30030 as it was for his business.

*Public Comments: none*

Ron Woodard made a motion to approve payment of the bills as presented; Jamie Wright seconded the motion. The motion passed. **(See Motion #4)**

Ron Woodard recommended that the next time the District orders checks that there be a statement on the check such as "check valid for six months". Lois Smith indicated that checks were ordered a short time ago, but she would put a note in the check box indicating this change for the next order.

## Budget

There were no items of business in this category. However, Lois Smith informed the Board that the 2019/2020 budget documents had been forwarded to Lincoln and Tillamook Counties.

## Old Business

No old business.

## New Business

### Item #1 – Resolution #2019-06 Resolution to Appropriate Conflagration Money Received

The District received \$58,988.30 from the State of Oregon for our participation in the mobilization of personnel and equipment for the Camp Fire Conflagration. The resolution will allow the District to use these unexpected funds.

*Public Comments: none*

Danny Curler made a motion to approve the resolution; Ron Woodard seconded the motion. The motion passed. **(See Motion #5)**

The Board thanked everyone who went on the conflagration.

**Item #2 – Job Description Review / Update**  
**Safety Officer / Public Education Officer / Public Information Officer**

The Board was presented with a job description with recommended changes to better reflect the work that the employee in this position performs. Minimum qualifications were revised also.

Chief Dahlman reviewed the changes and indicated that the job description was also reviewed by the employee and supervisor.

*Public Comments: none*

Tim Beatty made a motion to approve the job description as presented; Danny Curler seconded the motion. The motion passed. **(See Motion #6)**

**Item #3 – Vehicle Purchase**

Chief Dahlman reviewed with the Board the need to order a new vehicle for the Fire Marshal and that DC McKee and FM Ulrich were consulted regarding the needs for this vehicle. The vehicle will be as follows:

- Dodge 1500 (state bid purchase)
- ½ ton rated pickup truck short bed Quad Cab
- Bed Slide
- Leer Canopy painted to match
- Graphics per District design and safety requirements
- No emergency response lighting

The total cost will be \$36,320.

*Public Comments: none*

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

**Committee / Staff Reports**

*Note: Effective at the 3-13-2019 board meeting, staff will not go over or read their board reports at the 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.*

*There were no reports submitted by the Volunteer Association or the Firefighters' Union for the 7-10-2019 meeting.*

### Buildings and Grounds

Chief Dahlman updated the Board regarding the landscaping at Station 1500. The paid crew will be doing some of the work along with Excellence.

Chief Dahlman reported that the light poles are up.

Ron Woodard asked about the weeds coming up in the parking lot at Station 1600. Chief Dahlman will talk with Excellence about making sure this is kept up.

### Equipment and Communications

Chief Dahlman updated the Board regarding the repairs to apparatus.

## **Chief's Report**

Chief Dahlman updated the Board on the following items:

- Automatic Aid Agreement with US Fish & Wildlife Service. The agreement is now in effect.
- Update on the Seismic Upgrade and Remodel at Station 1400.
- Update on the Radio System Upgrade
- The annual Civil Service Commission meeting is scheduled for next week (July 17<sup>th</sup>).
- The Maintenance Technician position has been advertised; closing date 8/9/2019.
- Dispatch Services agreement has been completed and agreement signed.
- Update on Urban Renewal.
- Consolidation Project – the next joint meeting is scheduled for July 16<sup>th</sup> at 5:00 at the Gleneden Beach Station. George Dunkel will make a presentation.
- Review of monies received and current grant requests.
- Surplus property was discussed.
- Firefighter Matt Miller should be back on the job on July 19<sup>th</sup>.
- Will be working with Ed Ulrich to move forward with the fee ordinance.

- Brief discussion about the county burn restrictions.
- Board Practices Assessment – have been working on this project and should be complete by the August board meeting.
- Chief inquired of the Board what they thought would be the best way to go about discussion with the Confederated Tribes of Siletz Indians regarding the annual contribution amount. The Board suggested further research and then to directly contact Delores Pigsley, Tribal Chairman, instead of the manager of the Casino.
- A questionnaire submitted by the auditor has been completed.

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

Chief Dahlman informed the Board that the MDA Fill-the-Boot will be held for one day during the Labor Day Weekend.

Chief Dahlman reported that BC Strange has designed and had made new NLFR challenge coins that are numbered which will be distributed to individuals who have done something above-and-beyond.

Al Lee welcomed Zach Parker to NLFR.

### **Call for General Public Comments for Non-Agenda Items**

Lt. Loren Nordyke made a recommendation that Rob Dahlman's position be changed from Interim Fire Chief to Fire Chief. He indicated that this was his own personal recommendation, not from the Volunteer Association.

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Ron Woodard made a motion to adjourn the meeting; Danny Curler seconded the motion. The motion passed. **(See Motion #8)**

ADJOURNED AT 4:15 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: 07/10/2019

| 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 nominations of the following board officers:

President:                    Alan Lee  
 Vice-President:            Jamie Wright  
 Secretary/Treasurer:     Ron Woodard

|         | 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: 07/10/2019

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

MOTION:

To approve the minutes of June 12, 2019, as presented.

|         | FOR | AGAINST | ABSTAINED | COMMENTS                     |
|---------|-----|---------|-----------|------------------------------|
| Woodard | X   |         |           |                              |
| Beatty  | X   |         |           |                              |
| Lee     | X   |         |           |                              |
| Wright  | X   |         |           |                              |
| Curler  |     |         | X         | Not present at 6/12 meeting. |

RESULTS

| PASSED | FAILED |
|--------|--------|
| X      |        |

NORTH LINCOLN FIRE & RESCUE DISTRICT #1

Motion and Voting Record

Motion: 3            Date: 07/10/2019

| 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 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: 07/10/2019

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

MOTION:

To approve the bills as presented for payment. Danny Curler declared a conflict with Check #30030 as it was for his business.

|         | FOR | AGAINST | ABSTAINED | COMMENTS |
|---------|-----|---------|-----------|----------|
| Woodard | X   |         |           |          |
| Beatty  | X   |         |           |          |
| Lee     | X   |         |           |          |
| Wright  | X   |         |           |          |
| Curler  |     |         |           | No vote  |

RESULTS

| PASSED | FAILED |
|--------|--------|
| X      |        |

NORTH LINCOLN FIRE & RESCUE DISTRICT #1

Motion and Voting Record

Motion: 5            Date: 07/10/2019

| 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 Resolution #2019-06 to appropriate conflagration money received for the District's participation in the Camp Fire conflagration (\$58,988.30)

|         | 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: 07/10/2019

| 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 the revised job description for the position Safety Officer / Public Education Officer / Public Information Officer.

|         | 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: 07/10/2019

| 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 the purchase of a vehicle for the use of the Fire Marshal (\$36,320).

|         | 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: 07/10/2019

| 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 adjourning the meeting at 4:15 p.m.

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

RESULTS

| PASSED | FAILED |
|--------|--------|
| X      |        |