

NORTH LINCOLN FIRE & RESCUE DISTRICT #1

Board of Directors Meeting - Minutes

August 8, 2018

APPROVED 9-12-2018

Attendance:

Board Members:

Ron Woodard
Tim Beatty
Jamie Wright
Al Lee
Danny Curler

Staff:

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

Guests: David Ulbricht

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

Approval of Minutes

The Board Minutes of 07/11/2018 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 #1)

Review of Financial Statements and Payment of Bills

The Board reviewed the monthly financial statements. Ron Woodard made a motion to approve the statements as presented; Tim Beatty seconded the motion. The motion passed. (See Motion #2)

The bills were presented for payment. Danny Curler declared a conflict as Check #29175 was for his business. Ron Woodard made a motion to approve payment of the bills as presented; Al Lee seconded the motion. The motion passed. (See Motion #3)

BUDGET

1. Resolution #2018-05: Authorizing an Inter-Fund Loan of \$50,000 from the General Fund to the Capital Projects Fund

This inter-fund loan of \$50,000 is needed in order to have funds in the Capital Projects Fund to pay bills prior to the bond funds becoming available to the District. Ron Woodard made a motion to approve the resolution; Tim Beatty seconded the motion. The motion passed. (See Motion #4)

2. Re-activate two Local Government Investment Pool (LGIP) Accounts

The following LGIP accounts need to be re-activated:

Pool Account Number:	3774
Title of Account:	Retainage Fund

Pool Account Number:	3623
Title of Account:	Capital Projects Fund (for Bond funds when available)

Ron Woodard made a motion to approve re-activating these two LGIP accounts; Danny Curler seconded the motion. The motion passed. (See Motion #5)

David Ulbricht – Sale of Bonds Information

David Ulbricht presented the Board with information regarding the sale of the bonds and answered questions. David requested that each board member review the required disclosure document during the coming week and let him know if they had questions or comments.

OLD BUSINESS

1. Resolution #2018-04: Resolution Authorizing the Issuance, Sale and Delivery of General Obligation Bonds

While David Ulbricht was still in attendance at the meeting, Ron Woodard had questions about some of the wording of Resolution #2018-04, which David answered. Ron Woodard made a motion to approve Resolution #2018-04; Danny Curler seconded the motion. The motion passed. (See Motion #6)

NOTE: OLD BUSINESS WILL CONTINUE AFTER THE EXECUTIVE SESSION

EXECUTIVE SESSION

An Executive Session was held per ORS 192.660(2)(f) to review information that is exempt from disclosure by law, including written advice from the District’s attorney.

Jamie Wright read the required statement necessary to go into an Executive Session which opened at 4:35pm. The Board Members were presented with a document prepared by the District’s attorney. There was a short period of questions by the Board with replies by Chief Kerr. The Board Members were reminded that the subject was not to be discussed outside of this Executive Session.

The Executive Session was closed at 4:50pm.

OLD BUSINESS (continued)

2. Update on Seismic Project

Chief Kerr and Rob Dahlman updated the Board on the progress of the Seismic Project at Station 1200. Rob Dahlman reviewed the GMP (Guaranteed Maximum Pricing) amendment to the CM/GC contract. The amendment has already been signed by Rob.

New Business

1. Conflagration

Chief Kerr updated the board regarding NLFR members who assisted at the Substation Fire (Volunteer Lt./Engine Boss Loren Nordyke and Shift Firefighter Eric Maestas) from July 18th through July 21st.

Chief Kerr informed the board that NLFR members are currently assisting at the Sugar Pine Fire (Volunteer Lt./Engine Boss Loren Nordyke, Shift Firefighter Brian Nordyke, and Shift Firefighter Eric Maestas). Their return date is not known at this time.

Tim Beatty suggested that a satellite phone should be considered as a future purchase to be used in the event NLFR is deployed again on a conflagration. Our members who are at the Sugar Pine Fire have little or no communications.

2. Power Usage at Station 1600

Chief Kerr reported to the Board regarding the power usage at Station 1600, which is much more than Station 1400. DC Dahlman presented information about SmartWatt Energy and their proposal for a retro-fit at Station 1600. Chief Kerr indicated that the District will move forward with this.

There was also some discussion about the air conditioning at Station 1600. The repair/replacement of the A/C would not be eligible for this program with SmartWatt Energy.

3. Payroll Vouchers

This was not listed on the agenda; however, Ron Woodard asked if the Board could review and initial/sign the payroll vouchers. Because the majority of the payroll is direct deposit, few checks are signed and the Board does not have a chance to review these payments. Lois Smith indicated that she would provide the vouchers to the Board for their review beginning with the August payroll.

4. LOSAP Reports / Contribution Check

The Length of Service Awards Program (LOSAP) reports for the quarter of April / May / June 2018 were presented to the Board for review and approval. There were 21 volunteers who qualified for a contribution. Of those 21 volunteers, 5 qualified for the maximum contribution. Ron Woodard made a motion to approve the reports; Danny Curler seconded the motion. The motion passed. (See Motion #7)

A check was presented for the LOSAP payment in the amount of \$9,650.00. Danny Curler made a motion to approve the check; Tim Beatty seconded the motion. The motion passed. (See Motion #8)

5. Donation of \$250.00

The City of Lincoln City sent a donation check to the District for the July 4th BBQ which was attended by Lincoln City Police Department. Ron Woodard made a motion to approve transferring the \$250.00 to the Volunteer Association; Tim Beatty seconded the motion. The motion passed. (See Motion #9)

6. Check #29213 - \$3,803.64 – Lincoln County Planning & Development

A check was presented to the Board for approval and signatures for the building permit for Station 1200 Seismic Upgrade. Ron Woodard made a motion to approve the check; Tim Beatty seconded the check. The motion passed. (See Motion #10)

COMMITTEE REPORTS

Building & Grounds

- Chief Kerr updated the Board on the following:
 - Apparatus repairs
 - Hose testing completed
 - Special thanks to Al Longworth for moving most of the items out of Station 1200 and putting them in storage. Bob Schroeder also assisted.
- DC Jamie Mason updated the Board regarding the highline anchor project
- It was mentioned that Larry Morris donated \$5,500 worth of work to the District. A thank you letter has been mailed.

Equipment & Communications – Nothing reported.

Staff Reports

Public Relations / Safety Report

Jim Kusz had to leave the meeting early but wished the Board to especially read the information included in his report about the Get Ready Event in September at Station 1600.

Training Report

DC Jamie Mason updated the Board on the following:

- Firefighter Academy will begin on October 2
- The haz-mat curriculum is being worked on at this time
- The technical rescue bags have now been identified as to the contents; the bags were used yesterday at the rescue at God's Thumb
- Discussion about the hiring process for Firefighter; out of the 64 applicants, 33 were accepted as being qualified.

EMS Report

DC Rob Dahlman updated the Board on the following:

- Update on remodel project at Station 1400; Ed Ulrich is the lead on getting staff relocated at Station 1600; discussion about where crews will be stationed during construction.
- Application for Energy Trust of Oregon for upgrades and assistance with Station 1400 remodel has been approved.
- Review of ambulance billings
- Discussion regarding firefighter hiring
- The paid Lieutenants and Firefighters are now off probation.

Fire Marshal Report

Ed Ulrich had to leave the meeting early; his report is included in the board packets. Chief Kerr informed the Board that Ed is doing a great job and is glad he is on board.

Chief's Report

Chief Kerr reported on the following items:

- Kudos to David Ulbricht/SDAO for assisting the District with the Bond.
- The annual Civil Service Commission meeting was held in July. Scott Salmons stepped down as a member of the Commission as he is relocating. It is up to the Board of Directors to appoint a replacement. Lois Smith advised the board that it

should be done soon; however, the two remaining members would make a quorum and could conduct meetings until an appointment can be made.

- Everything is in place for EF Recovery; contract has been signed and some training has taken place.
- Alarms were reviewed

Ron Woodard asked if Chief Kerr had found out if the District could obtain towing insurance. Chief Kerr indicated that it is not available.

Public Comment – None

For the Good of the Order - None

ADJOURNED AT 6:42 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: 08/08/2018

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 minutes of the 07/11/2018 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: 2 Date: 08/08/2018

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 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: 3 Date: 08/08/2018

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 payment of the bills as listed in the financial statements. Danny Curler declared a conflict with Check #29175 as it is for his business.

	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: 08/08/2018

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 Resolution #2018-05: Resolution Authorizing an Inter-Fund Loan of \$50,000 from the General Fund to the Capital Projects Fund.

	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: 08/08/2018

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 re-activating the following Local Government Investment Pool (LGIP) accounts:

Pool Account Number:	3774
Title of Account:	Retainage Fund

Pool Account Number:	3623
Title of Account:	Capital Projects Fund (for Bond funds when available)

	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: 08/08/2018

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 Resolution #2018-04 – Resolution Authorizing the Issuance, Sale and Delivery of General Obligation Bonds

	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: 08/08/2018

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 Length of Service Awards Program (LOSAP) reports for the quarter of April – May – June 2018.

	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: 08/08/2018

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 the Length of Service Awards Program (LOSAP) check for the quarter of April – May – June 2018 in the amount of \$9,650.00.

	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: 08/08/2018

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 transferring the \$250.00 donation check from the City of Lincoln City to the Volunteer Association.

	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: 08/08/2018

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 Check #29213 in the amount of \$3,803.64 payable to Lincoln County Planning and Development for the building permit for the Seismic Upgrade at Station 1200

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

RESULTS

PASSED	FAILED
X	