

NORTH LINCOLN FIRE & RESCUE DISTRICT #1

Board of Directors Meeting - Minutes October 9, 2019

***** APPROVED *****

<u>Attendance:</u>		
Board Members:	Staff:	Guests:
#1 – Ron Woodard	Fire Chief Rob Dahlman	Bill Johnson – DBFD Fire Chief
#2 – Tim Beatty	Fire Marshal Ed Ulrich	Jeff Cutler
#3 – Alan Lee	Admin Assistant KrieAnn Kudar	Eric Maestas – NLFR
#4 – Jamie Wright	Office Admin/HR Lois Smith	David Bickerdyke – NLFR
#5 – Danny Curler		Loren Nordyke – NLFR
		Max Kirkendall
		Madeline Shannon
		Jamie Mason – NLFR
		Jim Kusz – NLFR
		Brandon Bowers – NLFR
		Cody Peterson – NLFR
		Beau Brenneman – NLFR

Board President Alan Lee called the regular Board meeting to order at 4:00 p.m. and all present stood to recite the Pledge of Allegiance.

Approval of Minutes

09/11/2019 Board Minutes

The Board Minutes of 09/11/2019 were presented for approval.

Public Comments: none

Danny Curler made a motion to approve the Minutes; Ron Woodard seconded the motion. The motion passed. **(See Motion #1)**

Review of Financial Statements and Payment of Bills

Financial Statements

The Board reviewed the monthly financial statements. Checks #30238 and 30324 had been voided.

Ron Woodard commented on the continuing spacing issues with the checks not printing correctly, and he also addressed the problem of the account line not showing on the report. The accountant is still working to correct these problems; they appear to be an issue with the new QuickBooks Online.

Public Comments: none

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

Payment of Bills

The bills were presented for payment.

Public Comments: none

Danny Curler made a motion to approve payment of the bills as presented; Jamie Wright seconded the motion. The motion passed. **(See Motion #3)**

Budget

Chief Dahlman informed the Board that the terms of two of the Budget Committee members expires soon. Jerry Cooksey will renew his term, Dave Price will not. Lois has informational handouts to give to any of the Board members who may know someone who might be interested in being on the Committee.

Old Business

Consolidation Update (to be kept in Old Business)

Chief Dahlman and Ron Woodard reported to the Board on the consolidation process:

- The Consolidation Steering Committee has met twice so far; the next meeting is October 30, 2019 at 4 p.m. at the St. Clair Fire Station.
- A Vision Statement has been determined as follows: “Our Vision is to combine NLFR and DBF into a Fire District that delivers exceptional Emergency and Non-Emergency Service to our communities by maximizing resources and being fiscally responsible.” The Vision Statement was adopted by the Depoe Bay Fire Board of Directors at their monthly meeting on October 8th.
- The 190 Agreement still needs a little revision by the fire chiefs; they are working on it for the next meeting.

Tim Beatty made a motion to adopt the Vision Statement for the District; Danny Curler seconded the motion. The motion passed. **(See Motion #4)**

New Business

Item #1 – Revision of Policy #8.17 – Use of Social Media

Changes were made to the policy approved by the Board on 2-14-2011 regarding wording about Social Media content being subject to the seven-year record retention schedule, freedom of speech issues, confidentiality, and staff acknowledgement of receiving new/amended policies. The Board asked for a further change to be made on Page 2, E-1.

Public Comments: NLFR Capt. Loren Nordyke asked if this applies to Volunteers as well as District employees and was told it does.

Tim Beatty made a motion to approve the revised policy with the change; Jamie Wright seconded the motion. The motion passed. **(See Motion #5.)**

Item #2 – Hiring of a Fire Chief

Board President Alan Lee raised the subject of hiring now-Interim Chief Dahlman as a regular full-time fire chief as opposed to interim fire chief, and Board Director Danny Curler introduced the idea of going through the hiring process to select a regular full-time chief. Discussion followed regarding how this would affect the ongoing projects of the District, and the consolidation efforts between NLFR and Depoe Bay Fire, and the potential difficulty of hiring someone on a short-term basis if the consolidation goes through. Several board members stated their support of having Chief Dahlman remain in his position for the next several years. The Board authorized President Alan Lee to contact Speer Hoyt regarding drafting a new one-year contract.

Public Comments: NLFR Capt. David Bickerdyke gave Chief Dahlman his support.

NLFR Capt. Loren Nordyke gave Chief Dahlman his support.

Jeff Cutler said he thinks the position should be open to everyone.

NLFR Firefighter Eric Maestas gave Chief Dahlman his support.

Tim Beatty made a motion to approve hiring Chief Dahlman as the District's regular full-time fire chief with a one-year contract to take effect at the end of his one-year interim fire chief contract the end of February of 2020; Jamie Wright seconded the motion. The motion passed. **(See Motion #6)**

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. A report was submitted by the Volunteer Association but not by the Firefighters' Union for the meeting.

Fire Marshal

Jamie Wright asked FM Ulrich if the recent burn complaints regarding burning garbage and plastic were mostly due to repeat offenders, or if they involved different people. FM Ulrich responded that there were not too many repeat offenders as the crews were doing a great job of educating the public as they responded to these calls.

Training

Ron Woodard and Jamie Wright asked DC Mason about the layering aspect of the MARPLOT program he mentioned in his report in regard to LEPC receiving access to it. DC Mason explained that layers are basically sections or jurisdictions.

Alan Lee asked DC Mason about the Fire Academy and was told that we are maintaining our ten volunteer recruits. The county has lost six recruits overall and there are on average twenty-six recruits in attendance on any Academy night. NLFR is picking up classes due to the absence of Toledo Fire personnel; 80% of the classes are held here.

Chief's Report

Chief Dahlman updated the Board on the following items:

- Vehicle damage to the sign and flagpole at Station 1400 – the insurance company is paying for everything and Emerick will submit their bills to them directly. The cost of the electronic reader board is \$20,000, so the purchase will be postponed for a future budget year.
- Update on the Seismic Upgrade and Remodel at Station 1400 – he needs to visit there every day now to ensure everything is going as specified; work is on schedule. He made the decision to redo all the front sidewalks for continuity in aesthetics, which costs around \$7,000. The contingency money is pretty much gone, so we may be able to do jobs around the station inside to save money. He would like the Board to see the progress and suggested a tour after the next Board meeting.
- Update on the Radio System Upgrade – cold install at NE 17th and Oar (in but not turned on) with activation due to be done in the next two weeks. This will improve portable communication in the city.
- EMS Report – update on transports and money received.
- Urban Renewal – he has joined the advisory committee to best serve the interests of the District and ensure successful fire service to the area.
- Siletz Tribe – he met with the general manager of Chinook Winds Casino on October 4th in the hopes of establishing a relationship with the Tribe. They didn't talk about money; he asked how NLFR could best help them; i.e. with EMS or fire training for

their personnel, etc. The District has received the same amount of money from the Tribe the past 8 years, will ask for a 5% increase this year.

- Building Maintenance – landscaping through Excellence was cancelled now that Capt. Schroeder is here to take care of those tasks. A new commercial grade pressure washer was purchased.
- Fee Ordinance – it's complicated and he's still working on it.
- Surplus property – Charleston Fire Department is purchasing the Ford Escape for \$3,000; no buyer yet for the generator from Station 1400. DC Mason is still working on getting the Rescue equipment sold and Woodburn Fire District is going to take the SCBAs very soon; they are giving them to Mexico.
- Vehicle Updates – 1407 hit a deer, which broke out the windshield. It has already been repaired. One of the humvees is in Newport; the painting is finished, and it will be switched out with the other one so it too can be painted.
- A citizen complained about the tsunami siren not working at Road's End for the past several months. Lois will research the Board's decision several years ago regarding siren maintenance.
- The District received two thank you cards for our mutual aid response to the church fire in Depoe Bay on October 15th. The arsonist turned himself in to Toledo PD while firefighters were still on scene of the fire.
- FM Ulrich's vehicle is in Tillamook for striping and radio installation. It will have directional lighting on the back, but no light bar.

For the Good of the Order

- Capt. Kusz thanked the crews for helping with Fire Prevention Week school visits.
- Capt. Kusz announced his retirement from the District, effective the end of February, 2020.

Call for General Public Comments for Non-Agenda Items

None

Ron Woodard made a motion to adjourn the meeting; Tim Beatty seconded the motion. The motion passed. **(See Motion #7)**

ADJOURNED AT 5:40 p.m.

*The minutes were taken, transcribed and submitted by
KrieAnn Kudar, Administrative Assistant*

NORTH LINCOLN FIRE & RESCUE DISTRICT #1

Motion and Voting Record

Motion: 1 Date: 10/09/2019

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 minutes of September 11, 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: 2 Date: 10/09/2019

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 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: 10/09/2019

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

MOTION:

To approve the bills as presented for payment.

	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: 10/09/2019

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 adopt the Vision Statement selected by the Consolidation Steering Committee.

	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: 10/09/2019

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

MOTION:

To approve the revision of Policy #8.17 – Use of Social Media as amended by the Board.

	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: 10/09/2019

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

MOTION:

To approve the hiring of Rob Dahlman as the regular full-time Fire Chief with a contract of one year, following the expiration of his one-year Interim Fire Chief contract.

	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: 10/09/2019

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 adjourn the meeting at 5:40 P.M.

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

RESULTS

PASSED	FAILED
X	