

NORTH LINCOLN FIRE & RESCUE DISTRICT #1

Board of Directors Meeting - Minutes November 13, 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	Zachary Parker – NLFR
#3 – Alan Lee	Admin Assistant KrieAnn Kudar	Steven Kha – NLFR
#4 – Jamie Wright	Office Admin/HR Lois Smith	Loren Nordyke – NLFR
#5 – Danny Curler	DC Jamie Mason	Rick DeJager – NLFR
		Dan Sparrow – NLFR
		Brian Nordyke – NLFR
		Dennis Knudson – 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

10/09/2019 Board Minutes

The Board Minutes of 10/09/2019 were presented for approval.

Public Comments: none

Ron Woodard made a motion to approve the Minutes as presented; Danny Curler 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. Check #30235 had been voided as it was an overpayment. Check #23917 was voided as it had been lost; it was replaced with check # 30404. Check #30405 was voided due to it not printing properly.

Public Comments: none

Tim Beatty made a motion to approve the statements as presented; Jamie Wright seconded the motion. The motion passed. Danny Curler abstained from voting as he was unable to review the financial statements. **(See Motion #2)**

Payment of Bills

The bills were presented for payment.

Public Comments: none

Ron Woodard made a motion to approve payment of the bills as presented; Tim Beatty seconded the motion. The motion passed. Danny Curler abstained from voting as he was unable to review the financial statements. **(See Motion #3)**

Budget

None.

Old Business

Consolidation Update (to be kept in Old Business)

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

- The 190 Agreement is currently at the attorneys; hopefully, we'll have it back by the next Consolidation Steering Committee meeting on November 26th.
- A Stakeholders List is being drafted and divided into 3 levels of participation as follows; a contact person will be appointed for each group:
 - A – direct involvement
 - B – invite to meetings
 - C – email the Minutes and keep informed

Board President Alan Lee praised Chief Dahlman and Chief Johnson for their time and effort.

New Business

Item #1 – Length of Service Awards Program (LOSAP)

LOSAP reports were prepared for July, August, and September; included for the Board's review were the Activity Report (showing all Volunteer members), the Qualified Report (showing Volunteer members who qualified for a contribution), and the Contribution Report.

Public Comments: none

Tim Beatty made a motion to approve the LOSAP reports; Danny Curler seconded the motion. The motion passed. **(See Motion #4.)**

A check for the LOSAP contributions was prepared after the financial reports were completed; check # 30406 in the amount of \$9,710.00 was presented to the Board for review, approval, and signatures.

Public Comments: none

Danny Curler made a motion to approve the check; Tim Beatty seconded the motion. The motion passed and the check was signed. **(See Motion #5)**

Item #2 – Tsunami Sirens

The Board reviewed the Minutes from the March 9, 2016 Board Meeting in which the issue of the tsunami sirens was discussed. It was recommended that the District continue to budget \$1,000 each year for maintenance and nothing beyond that be done.

Public Comments: NLFRCapt. Dennis Knudson believes that it's important to keep the tsunami sirens in place for public relations purposes.

Item #3 – SDAO 2019 Best Practices

The Board reviewed and discussed the SDIS 2019/2020 Best Practices Survey. By participating in the Board Assessment several months ago, the District qualifies for a one-time additional 4% discount on property casualty insurance for the next year. This brings the total discount to 14% instead of the usual 10%.

Item #4 – Auto Aid Agreement with West Valley Fire District

The Board reviewed the Agreement, which is the same as the District has with Depoe Bay Rural Fire Protection District and Nestucca Rural Fire Protection District. West Valley Fire District's Board will likely approve the Agreement at their meeting November 14th.

Public Comments: none

Danny Curler made a motion to approve the Auto Aid Agreement with West Valley Fire District; Jamie Wright seconded the motion. The motion passed. **(See Motion #6)**

Item #5 – Vehicle Surplus

The following item was presented to the Board to review and approve declaring as surplus property:

- 2008 Ford SUV Escape / VIN# 1FMCU59H68KC65413

Charleston Fire District is interested in purchasing the vehicle for \$3,000.

Ron Woodard made a motion to approve declaring the item as surplus; Danny Curler 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. No report was submitted by either the Volunteer Association or the Firefighters' Union for the meeting.

Buildings and Grounds

- The new Maintenance Tech is doing a great job of taking care of repairs, etc.
- There was a major water leak problem at Station 1600; the water heater is being replaced and the copper piping is being repaired and will eventually need to be replaced.
- The fire stations are being inspected and winterized.
- Eyewash stations have been installed at Stations 1300, 1500, and 1700.

Chief's Report

Chief Dahlman updated the Board on the following items:

- Update on the Seismic Upgrade and Remodel at Station 1400 – the seismic portion has almost been completed and will close out by mid-December so the final bills can be submitted before the end of the year. A change order log detailing the financial aspect of the construction part of the remodel was distributed to the Board for their information.
- Insurance – the District's buildings and equipment were significantly undervalued; Chief Dahlman met with Jeff Griffin from WHA to work on updating the figures. There will more than likely be an increase in premiums.
- Financial Audit – the field audit has been completed. The auditors liked the District's transparency and willingness to work with them.
- Chinook Winds Casino Resort – Chief Dahlman heard back from the general manager that our request for a 5% increase was denied and they will give us a check for \$71,478, which is the same amount we have received the past 8 years. We have no contract with them and discovered they thought we were part of the City of Lincoln City. More research and work on the relationship is required.
- Radio System – this will be turned on (go into use) next Tuesday, November 19th. We hope to see instant improvement in radio reception.
- EMS Report – update on transports and money received.

- Urban Renewal – Chief Dahlman sits on the advisory committee. He has asked for maps to overlay fire district and public-owned property and would like to see the added property pulled out of urban renewal for one year to set a tax base – the District would not see an increase in 20 years.
- Monies Received – there will be an additional out-of-district private contract for fire protection.
- Current Grant Request – the application for a \$185,000 AFG was denied. This would have provided for a new exhaust system at Station 1400, a new heart monitor, and firefighter bailout kits. He will put in for a SDIS Safety and Security Grant (up to \$5,000 matching) for cameras at Station 1600.
- Alarm Response – figures were on the Chief’s Report in the Board packet.
- California Conflagration – the crew we sent was there for eight days. Chief Dahlman just received the reimbursement packet, which must be turned in by December 27th. We hope to receive the reimbursement check during this fiscal year.
- Vehicle Upgrade – the Water Rescue Humvees have been painted and are currently being housed on Wally Brown’s property. The new rig for the Fire Marshal is in service and came in under budget.
- NLFR and the City of Lincoln City have been named in a tort claim – a potential lawsuit has been filed by a local hotel. They think we are part of the City, but we still need to do our due diligence. We have been accommodating and never participated in a stop work order or held back anything from them.
- PERS is offering us the opportunity to participate in an Employers Incentive Fund (EIF). The District’s accountant does not think this would be beneficial for us, and it was the consensus that NLFR will not participate.

For the Good of the Order

The District is still looking for a new Budget Committee member to fill the position of a member whose term expires soon.

Call for General Public Comments for Non-Agenda Items

None

This portion of the open meeting ended at 5:14 p.m. to go into Executive Session.

EXECUTIVE SESSION

Board President Alan Lee called the Executive Session to order at 5:15 p.m.

An Executive Session was called to order as authorized by ORS 192.660(2)(a) to consider employment of a public officer, employee, staff member or individual agent.

The Executive Session was closed at 5:33 p.m.

Regular Board Meeting Resumed

The regular Board meeting went back into session at 5:34 p.m. to vote on sending the employment contract discussed in the Executive Session to legal counsel for review.

Ron Woodard made a motion to send the employment contract to legal counsel for review; Tim Beatty seconded the motion. The motion passed. **(See Motion #8)**

Ron Woodard made a motion to adjourn the meeting; Tim Beatty seconded the motion. The motion passed. **(See Motion #9)**

ADJOURNED AT 5:36 p.m.

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

NORTH LINCOLN FIRE & RESCUE DISTRICT #1

Motion #1 and Voting Record

Date: 11-13-19

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 October 9, 2019 Board 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 #2 and Voting Record

Date: 11-13-19

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 financial statements as presented.

	FOR	AGAINST	ABSTAINED	COMMENTS
Woodard	X			
Beatty	X			
Lee	X			
Wright	X			
Curler			X	He was unable to review them.

RESULTS

PASSED	FAILED
X	

NORTH LINCOLN FIRE & RESCUE DISTRICT #1

Motion #3 and Voting Record

Date: 11-13-19

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 bills as presented for payment.

	FOR	AGAINST	ABSTAINED	COMMENTS
Woodard	X			
Beatty	X			
Lee	X			
Wright	X			
Curler			X	He was unable to review them.

RESULTS

PASSED	FAILED

NORTH LINCOLN FIRE & RESCUE DISTRICT #1

Motion #4 and Voting Record

Date: 11-13-19

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 review and approve the LOSAP reports for July, August, and September 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 #5 and Voting Record

Date: 11-13-19

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 review and approve check #30406 written for LOSAP contributions, prepared after the financial reports were completed, in the amount of \$9,710.00.

	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 #6 and Voting Record

Date: 11-13-19

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 Auto Aid Agreement with West Valley Fire District.

	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 #7 and Voting Record

Date: 11-13-19

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 declaring 2008 Ford Escape as surplus.

	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 #8 and Voting Record

Date: 11-13-19

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 sending the employment contract discussed in Executive Session to legal counsel for review.

	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 #9 and Voting Record

Date: 11-13-19

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 5:36 p.m.

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

RESULTS

PASSED	FAILED
X	