

# NORTH LINCOLN FIRE & RESCUE DISTRICT #1

## Board of Directors Meeting - Minutes December 13, 2017

### Attendance:

#### **Board Members:**

Ron Woodard  
Tim Beatty  
Danny Curler  
Jamie Wright  
Al Lee

#### **Staff:**

Doug Kerr  
Jamie Mason  
Rob Dahlman  
KrieAnn Kudar  
Lois Smith

**Guests:** none

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Board President Jamie Wright called the meeting of the Board of Directors to order at 4:00 p.m. at the St. Clair Fire Station. The Contract Review Board was opened.

### **Contract Review Board**

Rob Dahlman updated the Board regarding the contract with Mackenzie, specifically #3- Compensation and the maximum amounts to be charged to NLFR unless prior approval is obtained. Chief Kerr gave kudos to DC Dahlman for his work on the project.

#### Motion #1

Ron Woodard made a motion to approve the contact with Mackenzie; Danny Curler seconded the motion. The motion passed unanimously.

The Contract Review Board was closed at 4:05 p.m.

### **Approval of Minutes**

#### Motion #2

The Board Minutes of 11/08/2017 were presented for approval. Ron Woodard made a motion to approve and Tim Beatty seconded the motion. The motion passed unanimously.

### **Payment of Bills**

#### Motion #3

The Board reviewed the monthly financial statements. Ron Woodard made a motion to approve the statements; Tim Beatty seconded the motion. The motion passed unanimously.

### Motion #3

The bills were presented for payment. Danny Curler stated he had a conflict with Check #28547 which was made out to his business. Ron Woodard made a motion to approve payment of the bills; Tim Beatty seconded the motion. The motion passed unanimously.

## **OLD BUSINESS**

### **(1) Job Description – Fire Marshal**

The revised job description for the position of Fire Marshal was presented to the Board for approval. Chief Kerr discussed the timeline for the hiring process.

### Motion #4

Tim Beatty made a motion to approve the job description; Ron Woodard seconded the motion. The motion passed unanimously.

### **(2) 2018 Election**

There was discussion by Chief Kerr regarding the bond election next May. Chief Kerr spoke with bond counsel regarding 19 cents per thousand which would equal about \$6.3 million in revenue. The ballot title needs to be submitted to the County by February 23.

DC Dahlman reviewed an email received from Mackenzie regarding campaign assistance. There was discussion about money in the budget to use for this. Jamie Wright asked what campaign items would be most productive. Chief Kerr will review the information he has regarding what would best suit our needs. Danny Curler mentioned that meetings with organizations such as the Chamber, Rotary, etc. would help get the word out.

Ron Woodard asked about “outstanding obligations” which had no figures on page five of the information from bond counsel. Chief Kerr will check and report back.

Jamie Wright inquired about the percentage shown on the graph (negative 7 up to 14); Chief Kerr will check with David Ulbricht and get more information.

## **New Business**

### **Monthly Meeting with Accountant**

It was requested by our accountant, Kathie Gordon-Brooks, that a monthly meeting be established to review financials. The meeting would include Kathie, Chief Kerr, the Board Treasurer Al Lee, and the Office Administrator Lois Smith. No motion was needed as this was for information only. Lois will check with Kathie to schedule the meetings.

## **COMMITTEE REPORTS**

### **Building & Grounds**

Chief Kerr reviewed DC McKee's report with the Board regarding repairs and projects.

### **Equipment & Communications**

Chief Kerr discussed the command vehicle mobile repeater.

## **Staff Reports**

### **Public Relations / Safety**

- Chief Kerr reported that Capt. Kusz's report was included, along with the Safety Committee Minutes.
- Chief Kerr reported that Capt. Kusz and a few volunteers assisted with decorating a Christmas tree for the Angles Anonymous auction.
- Chief Kerr reported on the toy drive.
- There was a minor incident/accident where our engine hit the mirror on PacWest's ambulance. NLFR will pay for the repair.

### **Training**

DC Jamie Mason reported on the following:

- COCTOA meeting report – had elections and voting; discussion about a possible county-wide academy.
- NLFR Firefighter Academy will be in February 2018 and September 2018
- Promotions:
  - Nathan Tuttle – AIC Lieutenant – Station 1500
  - George Blacketer – AIC Lieutenant – Station 1300
- HazMat grant submitted
- Drone class to be held on 12/18 at Station 1400 at 6:30 p.m. for anyone interested.
- Crew training certifications to be submitted

**EMS** – Rob Dahlman informed the Board regarding the following:

- PacWest transports – update

- AEDs – ordered two for offices at Station 1400 and 1600 for public access
- State Historical Preservation – submitted letters regarding Station 1200 and 1400. Neither station is old enough to be declared a historical site.
- Seismic Update:
  - Timeline reviewed
  - Will have a Contract Review Board Meeting next month for contracts
  - Station 1200 will be closed beginning in July 2018 for 6 to 8 months. Currently working on where to put everything.
  - Station 1400 will be closed beginning January 2019 for 6 to 8 months.
  - Working with a surveyor to have a survey done for both stations.
  - The needs assessment meeting was held for Station 1400. Chief Kerr and DC Dahlman updated the board regarding this meeting.
  - A resolution will be needed at the next meeting; DC Dahlman will be working on it.

<b>Chief's Report</b>
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- More discussions about the meeting with Mackenzie.
- Regarding the bond measure election, Chief Kerr will have answers to the Board's questions at the next board meeting.
- Chief Kerr reported on the great job the crew is doing and how the community is recognizing them and the District.
- Volunteer recognition – staff sent out Thanksgiving cards, birthday cards, NLFR anniversary cards, and Christmas cards to all volunteers and the crew. Birthday cards and anniversary cards will be sent out every month. Staff is working on a survey to send to volunteers, crews, and staff.
- Chief Kerr reported on the alarm response; November was the busiest on record.
- The crew have been having union discussions.
- Capt. Jim Kusz, with assistance from Support Services volunteers, will be getting historical information about Station 1300.
- BC Wally Brown announced at the Association Meeting on Monday that he will be retiring soon after 40 years of service, beginning with Devils Lake Fire.

<b>Public Comment – None</b>
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**For the Good of the Order**

Lois Smith informed the Board that two of our volunteer Firefighters were out in the community purchasing toys for the Christmas Party. They were in their NLFR uniforms and heard comments about how great it was that we have women Firefighters.

ADJOURNED AT 5:16 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: 12/13/2017

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 Mackenzie.

	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: 12/13/2017

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 November 8, 2017 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 and Voting Record

Motion: 3            Date: 12/13/2017

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 reports, 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: 12/13/2017

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 payment of the bills as listed in the financial reports. Danny Curler declared a conflict with Check #28547 as the check was 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: 5            Date: 12/13/2017

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 job description for Fire Marshal.

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

RESULTS

PASSED	FAILED
X	