

# NORTH LINCOLN FIRE & RESCUE DISTRICT #1

## Board of Directors Meeting - Minutes February 12, 2020

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

<u>Attendance:</u>		
<b>Board Members:</b>	<b>Staff:</b>	<b>Guests:</b>
#1 – Ron Woodard	Fire Chief Rob Dahlman	Bryan Daniels – DBFD Acting Fire Chief
#2 – Tim Beatty	Fire Marshal Ed Ulrich	Jeffrey A. Griffin – WHA Insurance
#3 – Alan Lee	Admin Assistant KrieAnn Kudar	Dan Sparrow – NLFR
#4 – Jamie Wright	Office Admin/HR Lois Smith	Patrick Ganz – DBFD
#5 – Danny Curler	Deputy Chief Doug Strange	Beau Brenneman – NLFR
		Brandon Bowers – 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.

Jeff Griffin with WHA Insurance made a presentation to the Board in which the overall prognosis was that the District was doing well. Key points are as follows:

- The District has earned a longevity credit of 6.2%.
- By following Best Practices (attending SDAO conferences, filling out on-line forms, etc.), the District will receive a credit of 14% off rates in 2020 as opposed to 10% in 2019.
- Due to a low loss ratio, the projection for next year's increase in premiums is about eight to ten percent, which is the same as last years.
- The current deductible for District buildings is \$1,000, but the Board may wish to raise that up to \$2,500.
- The District has a five million-dollar policy limit now, which is good as it stands.

### **Approval of Minutes**

#### **01/08/2020 Board Minutes**

The Board Minutes of 01/08/2020 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. Ron Woodard mentioned that check #29536 dated December 19, 2018 made payable to Country Media (News Guard) had been voided.

*Public Comments: none*

Tim Beatty made a motion to approve the monthly financial statements as presented; Jamie Wright seconded the motion. The motion passed. **(See Motion #2)**

### **Payment of Bills**

The bills were presented for payment. Danny Curler declared a conflict regarding Check #30630 as it was for his business.

*Public Comments: none*

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

Handwritten check #30637 for \$231.28 made payable to Rob Dahlman for reimbursement for Costco purchases for District supplies was presented to the Board for approval and signatures. Tim Beatty made a motion to approve payment of the bill as presented; Danny Curler seconded the motion. The motion passed and the check was signed. **(See Motion #4)**

## **Budget**

None.

## **Old Business**

### **Item #1 – Consolidation Update (to be kept in Old Business)**

- The Board was asked to approve changing the name of the Consolidation Steering Committee to the Oversight Committee.

*Public Comments: None*

Danny Curler made a motion to approve the name change to the Oversight Committee; Tim Beatty seconded the motion. The motion passed. **(See Motion #5)**

- Chief Dahlman presented the Board with a ‘Waiver of Conflict’ from Speer Hoyt LLC wherein the two Districts agree that Speer Hoyt LLC can represent both North Lincoln Fire and Depoe Bay Fire in the proposed consolidation process. Acting Fire Chief Bryan Daniels from Depoe Bay had signed the ‘Waiver of Conflict’ with approval from the Depoe Bay Fire Board at their monthly meeting on February 11, 2020; Chief Dahlman had also signed the ‘Waiver of Conflict’ at that time.

*Public Comments: none*

Tim Beatty made a motion to approve Chief Dahlman signing the Speer Hoyt ‘Waiver of Conflict’ on behalf of the District; Jamie Wright seconded the motion. The motion passed and Chief Dahlman signed the ‘Waiver of Conflict’. **(See Motion #6)**

### **Item #2 – Fire Chief Contract**

The finalized Fire Chief Contract for Chief Dahlman was presented to the Board for review, approval, and signatures.

*Public Comments: none*

Tim Beatty made a motion to approve the Fire Chief Contract as presented; Ron Woodard seconded the motion. The motion passed and the Contract was signed by Board President Alan Lee, Board Secretary/Treasurer Ron Woodard, and Chief Dahlman. **(See Motion # 7)**

### **Item #3 – Urban Renewal Update**

Chief Dahlman distributed documents to the Board he’d been given by the City, including their urban renewal “Goals and Objectives”, project list, etc. The City is moving away from the term “Urban Renewal”, calling it “Tax Increment Funding”. Chief Dahlman projects that the District will actually lose 5.5 million dollars in taxes as opposed to the 2.1 million dollars forecast over the 25-year proposed time period. There was discussion at length regarding what stance the District might take, and Chief Dahlman sought the Board’s direction. The Board decided that Chief Dahlman would go back to the City mirroring the SDAO recommendation:

- Ask the City to remove all non-taxable (city-owned undeveloped) property from the Urban Renewal area.
- Ask the City to shorten the term from 25 years to 15 years.

*Public Comment: Chief Daniels asked if we can re-draw the boundary with the consolidation, omitting non-taxable property. The answer was yes, but even though it would be fair, it would reflect badly on the fire district.*

#### **Item #4 – Revised Length of Service Awards Program (LOSAP)**

An error was made on the previously submitted LOSAP report for the period of 10/1/2019 through 12/31/2019. The revised LOSAP report for the quarter was presented to the Board for review and approval.

*Public Comments: none*

Ron Woodard made a motion to approve the revised report as presented; Jamie Wright seconded the motion. The motion passed. **(See Motion #8)**

Ron Woodard made a motion to approve Check #30636 made payable to OFDDA for the LOSAP contribution in the amount of \$10,870.00; Danny Curler seconded the motion. The motion passed. **(See Motion #9)**

### **New Business**

#### **Item #1 – Surplus Vehicles**

The following vehicles were presented to the Board to review and approve declaring as surplus property:

- 2011 Ford Transit Connect, VIN NM0S6BNXBT066380
- 2008 Ford Expedition, VIN 1FMFU16578LA47314

Chief Dahlman will advertise the vehicles out how best it benefits the District; he anticipates selling the 2011 Ford Transit locally and the 2008 Ford Expedition through State Surplus.

*Public Comments: none*

Ron Woodard made a motion to approve declaring the two vehicles as surplus; Danny Curler seconded the motion. The motion passed. **(See Motion #10)**

#### **Item #2 – Policy (Hazardous Communications)**

The proposed Policy – Hazardous Communication Program was presented to the Board for review and approval. After discussion, the decision was made to remove the word “generally” from Page 1 – B. General Statement paragraph 3, line 3.

*Public Comments: none*

Ron Woodard made a motion to approve the Policy with the correction; Tim Beatty seconded the motion. The motion passed. **(See Motion #11)**

### **Item #3 – Financial Audit Deficiencies Response**

The District's response to the 2018/2019 financial audit deficiencies was presented to the Board for review and approval.

*Public Comments: none*

Danny Curler made a motion to approve the District's response to the 2018/2019 financial audit deficiencies as it was presented; Ron Woodard seconded the motion. The motion passed. **(See Motion #12)**

### **Item #4 – Direct Capture Exhaust System Proposal**

The Board was presented with a proposal from Weidner Fire for a direct capture exhaust system for Station 1400. Chief Dahlman had put in for a grant to pay for it, but the District was not awarded a grant. There is Bond money available to pay for it, either out of remodel or facility upgrades. Chief Dahlman asked the Board to approve an expenditure of no more than \$50,000 to cover the purchase price of just under \$42,000 plus the approximately \$8,000 required to have the system installed. The timeline is eight weeks for the delivery of the system, and then the installation time.

A new grant will open soon, which the District will apply for, to cover a comparable system for Station 1600.

*Public Comments:*

*FF/Paramedic Dan Sparrow and Fire Marshal Ed Ulrich spoke on the importance of protecting firefighters and other staff members from the carcinogens in diesel exhaust, and they urged the Board to approve the purchase and installation of the exhaust system.*

Ron Woodard made a motion to approve an expenditure of up to \$50,000 for the purchase of the direct capture exhaust system from Weidner Fire and the installation into Station 1400; Tim Beatty seconded the motion. The motion passed. **(See Motion #13)**

## **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**

Chief Dahlman commented that Bob Schroeder and the crews are doing great work. They picked up tables, chairs, shelves, EMS supplies, and an ice maker from the old hospital building.

## Public Relations & Safety

Capt. Kusz submitted his last report; he is retiring at the end of February. As he works to fill in the gaps when he leaves, Support Services will be coordinated by two of their members. The Safety Committee Minutes are included.

The Fire Marshal's report and Minutes from the Volunteer Association Meeting on 1/20/2020 were included.

## **Chief's Report**

Chief Dahlman updated the Board on the following items:

- Update on the Seismic Upgrade and Remodel at Station 1400 – the finishing work is behind schedule, so the open house will be moved back to possibly Saturday, March 21<sup>st</sup>.
- Hiring Process – There were 30 applicants for the joint firefighter testing with Depoe Bay Fire, and 15 had interviews with Chief Dahlman and Chief Daniels. Five total firefighters were hired – three by DBFD and two by NLFR. Of the two, one still needs to pass the physical test, which will be held at Station 1600 on Friday. If that applicant doesn't pass, the next one on the list will be eligible.
- Radio System Upgrade – simulcast equipment has been installed at all sites, but some fine-tuning is required, which will occur Friday, February 14<sup>th</sup>. Final payment of about \$25,000 is being withheld until the system is working properly.
- EMS Report – update on transports and money received.
- Grant Requests – We received a 50/50 grant for a camera system (\$5,000) for Station 1600. The bid came in a little higher, so we are trying to move some cameras around, try to make it work for less money.
- Alarm Response – January alarms were down 3% (6 calls) over January of 2019.
- Surplus property – Charleston Fire District bought 10 old Minitor 5 pagers for \$200.00.

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

- One of the firefighters was off for a relative's medical event, the prognosis is good.
- Remember your sweethearts on Valentine's Day!

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

*FF/Paramedic Dan Sparrow said that the firefighters appreciated being included in the firefighter hiring process.*

Ron Woodard made a motion to adjourn the meeting; Tim Beatty seconded the motion. The motion passed. **(See Motion #14)**

ADJOURNED AT 5:57 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: 2-12-2020

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 January 8, 2020 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: 2-12-2020

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 monthly financial reports as presented. Ron Woodard mentioned that check #29536 dated December 19, 2018 made payable to Country Media (News Guard) had been voided.

	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 #3 and Voting Record

Date: 2-12-2020

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

MOTION: To approve the bills as presented for payment. Danny Curler declared a conflict with Check #30630 as it 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 #4 and Voting Record

Date: 2-12-2020

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 hand-written check #30637 for \$231.28 made payable to Rob Dahlman for reimbursement for Costco purchases for District supplies.

	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: 2-12-2020

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 changing the name of the Consolidation Steering Committee to the Oversight 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 #6 and Voting Record

Date: 2-12-2020

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 Chief Dahlman signing the Speer Hoyt LLC 'Waiver of Conflict' on behalf of the 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: 2-12-2020

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 Fire Chief Contract for Chief Dahlman 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 #8 and Voting Record

Date: 2-12-2020

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 revised LOSAP report for the period of 10/1/2019 through 12/31/2019 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 #9 and Voting Record

Date: 2-12-2020

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 Check #30636 made payable to OFDDA for the LOSAP contribution in the amount of \$10,870.00.

	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 #10 and Voting Record

Date: 2-12-2020

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 as surplus property:

- 2011 Ford Transit Connect, VIN NM0S6BNXBT066380
- 2008 Ford Expedition, VIN 1FMFU16578LA47314

	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 #11 and Voting Record

Date: 2-12-2020

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 Policy – Hazardous Communication Program with the correction made to remove the word “generally” from Page 1 – B. General Statement paragraph 3, line 3.

	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 #12 and Voting Record

Date: 2-12-2020

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 District’s response to the 2018/2019 financial audit deficiencies as it was 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 #13 and Voting Record

Date: 2-12-2020

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 an expenditure of up to \$50,000 for the purchase of the direct capture exhaust system from Weidner Fire and the installation into Station 1400.

	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 #14 and Voting Record

Date: 2-12-2020

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 5:57 p.m.

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

RESULTS

PASSED	FAILED
X	