

NORTH LINCOLN FIRE & RESCUE DISTRICT #1

Board of Directors Meeting – Minutes February 10, 2021

***** APPROVED *****

<u>Attendance:</u>		
Board Members:	Staff:	Guests: (GTM – GoToMeeting)
#1 – Ron Woodard (GoToMeeting)	Fire Chief Rob Dahlman	Bryan Daniels – DBF Chief (GTM)
#2 – Tim Beatty	Admin Assistant/HR Lois Smith (GoToMeeting)	Newsguard media (GTM)
#3 – Alan Lee	Admin Assistant KrieAnn Kudar	Todd King (GTM)
#4 – Jamie Wright	Deputy Chief Doug Strange	Wilson (GTM)
#5 – Danny Curler (GoToMeeting)	Fire Marshal Ed Ulrich (GoToMeeting)	Rymer Hoey – NLFR
		Rick DeJager – NLFR
		Whitney Cooper – NLFR
		Kenny Banner – NLFR

Board President Alan Lee called the Board of Directors to order at 4:03 p.m., stated that the meeting was being recorded, and all present stood to recite the Pledge of Allegiance. Due to current COVID-19 assembly restrictions, two of the five Board members and two staff members attended the meeting via “GoToMeeting”. Masks were made available and worn, attendees recorded their temperatures, and social distancing was observed.

Chief Dahlman had received thank you notes for the vaccinations the District has administered, and the Board thanked the staff for their efforts.

Approval of Minutes

1/13/2021 Board Minutes

The Board Minutes of 1/13/2021 were presented for approval. It was noted that the last bullet point on Page 6 before Miscellaneous should read as “City Council”, not “City Counsel”, as written. The correction will be made.

Public Comments: none

Ron Woodard made a motion to approve the Minutes as amended; 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. Chief Dahlman noted the following:

- 96% of taxes had been received as expected.
- FEMA will cover the employee overtime for the Echo Mountain Complex Fire.
- Misc. expenses were at 132% due to the setup fee for the Board members' laptops not being budgeted.
- 54% of the way through the fiscal year, expenditures are at 48%.

It was noted that checks #32119 (Life Flight \$59.00), #32129 (Pacific West Ambulance \$54.00), and #32137 (HR VEBA \$750.00) had been voided. All three checks pertained to FF Brandon Lauritzon and his recent military deployment.

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.

Public Comments: none

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

Budget

Item #1 – Appoint Budget Committee Member

The Board was asked to approve former NLFR volunteer Eric Creighton to serve in Position #3 for a 3-year term.

Public Comments: none

Tim Beatty made a motion to approve Eric Creighton serving a 3-year term in Position #3; Ron Woodard seconded the motion. The motion passed. **(See Motion # 4)**

Old Business

Item #1 – Depoe Bay Fire / North Lincoln Fire Consolidation & 190 Agreement

Chief Dahlman updated the Board on the status of the consolidation between the two Fire Districts. The Board reviewed the value of keeping the 190 Agreement in place and after much discussion, it was decided that the Oversight Committee should meet to see if there is any future in continuing the process, prior to both Boards' March meetings.

Public Comments: none

Item #2 – Joint Meeting – NLFR and Lincoln City Council

The Board was asked what topics they would like introduced at a joint meeting between NLFR and the City Council, and they agreed upon Urban Renewal, tsunami sirens, and working with the City Planning/Development departments. It is important that the City Council be better informed on the working relationship between the District and the police department and how NLFR must respond to afterhours calls because there are no Public Works employees on standby. The District loses 3% per year due to Urban Renewal, yet the cost of dispatch services goes up 4% every year. Chief Dahlman will ask them to meet toward the end of March or beginning of April and report back to the Board.

Public Comments: none

Item #3 – Local Option Levy Election

The Board reviewed the following documents, which will be submitted to Lincoln County Clerk's Elections Office after the Election Measure number is received on February 12th, no later than March 18th:

- SEL-803 Notice of Measure Election – this must be submitted exactly as is, except it is okay to remove the 2nd “of” on the question to meet the word count limit.
- Resolution 2021-03 – calling for an election within North Lincoln Fire & Rescue District #1 to the voters a measure imposing a 5-year local option levy for operations and adopting a ballot title. On Page 3, under Section 7, the last two words “this resolution” were to be removed. (The correction had been made on the Resolution presented for signatures.)
- Explanatory Statement for County Voters' Pamphlet – some changes had been submitted. Chief Dahlman will put together a new draft with these changes, including moving the final paragraphs regarding this being a renewal of an existing levy and the consequences of the proposed levy not being approved to the beginning of the statement. He will send the new draft to the Board members for their review.

Public Comments: none

Ron Woodard made a motion to approve Resolution #2021-03 as corrected; Danny Curler seconded the motion. The motion passed and Resolution #2021-03 was signed. **(See Motion # 5)**

Item #1 – LOSAP – Addition to 3rd Quarter Reports

Bob Schroeder had been incorrectly omitted from the July-August-September 2020 reports already approved by the Board, so the Board was asked to approve the contribution amount of \$725.00 and to sign the check for same.

Public Comments: none

Tim Beatty made a motion to approve the LOSAP addition to the 3rd quarter 2020 in the amount of \$725.00; Ron Woodard seconded the motion. The motion passed and the check (#32136) was signed. **(See Motion # 6)**

Item #2 – Annual Performance Review – Fire Chief

The Board received copies of Chief Dahlman's employment contract to review. The documentation is to be completed by March 31st, and Chief Dahlman's annual review will take place at the April Board meeting.

Item #3 – Resolution #2021-04 to Appropriate \$5,910.00 from SDAO to Equipment Repairs and Maintenance

Chief Dahlman asked the Board to review and approve Resolution #2021-04 to appropriate funds received from Special Districts Association of Oregon (SDAO) for an insurance payout in the amount of \$5,910.00 for repair to District equipment on the Highland Tower to be put into Account #6850 (Equipment Repairs and Maintenance).

Public Comments: none

Tim Beatty made a motion to approve Resolution #2021-04 to appropriate funds received from SDAO in the amount of \$5,910.00 to Account # 6850 (Equipment Repairs and Maintenance) as presented; Jamie Wright seconded the motion. The motion passed and Resolution #2021-04 was signed. **(See Motion #7)**

Item #4 – Resolution #2021-05 to Appropriate \$500.00 from ODF Toledo to Professional Services

Chief Dahlman asked the Board to review and approve Resolution #2021-05 to appropriate funds received from Oregon Department of Forestry (ODF) Toledo in the amount of \$500.00 as their share of the Echo Mountain Complex Fire After-Action Report to be put into Account #6140 (Professional Services).

Public Comments: none

Tim Beatty made a motion to approve Resolution #2021-05 to appropriate funds received from ODF Toledo in the amount of \$500.00 to Account #6140 (Professional

Services) as presented; Danny Curler seconded the motion. The motion passed and Resolution #2021-05 was signed. **(See Motion #8)**

Item #5 – HRA VEBA Trust Contribution

Check #32137 in the amount of \$750.00 was written to HRA VEBA for a contribution for newly hired firefighter Brandon Lauritzon. However, before the meeting, Firefighter Lauritzon received a 9 to 12-month military deployment order, so the contribution will not be made at this time.

Item #6 – Resolution #2021-06 to Appropriate \$15,069.00 from the State of Oregon for NLFR’s participation in the Mosier Creek Conflagration to the accounts as specified

Chief Dahlman asked the Board to review and approve Resolution #2021-06 to appropriate funds in the amount of \$15,069.00 from the State of Oregon for NLFR’s participation in the Mosier Creek Conflagration to be put into the following accounts:

- \$5,707.00 Account # 6810 (Apparatus Repair & Maintenance)
- \$2,967.00 Account # 5610 (Temporary Employees)
- \$5,540.00 Account # 5570.1 (Staff Overtime)
- \$ 855.00 Account #5586 (Firefighter/Engineer)

Public Comments: none

Jamie Wright made a motion to approve Resolution #2021-06 to appropriate funds in the amount of \$15,069.00 from the State of Oregon as broken down into the accounts above as presented; Danny Curler seconded the motion. The motion passed. **(See Motion #9)**

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 the Firefighters’ Union for the meeting.

Chief’s Report

Chief Dahlman went over some of the highlights of his report, which was included in the Board packet:

- The District has been a COVID-19 vaccination point of distribution working out of Station 1600. Personnel time, supplies, and related costs are reimbursable by FEMA; the District has initially been allocated \$1,243,436 to vaccinate the community. A separate fund for this will be set up in Accounting.

- Covid Relief Fund (CRF) monies are gone and no more has been allocated. If more money becomes available, additional eligible expenses will be submitted.
- The District is evaluating both Kenwood and Motorola portable radios. Kenwood is preferred; however, a final decision will be made by the end of the month. A price quote will be presented at the March Board meeting.
- Three transports were made in January and another three, so far, in February.
- EF Recovery collected \$4,675 in highway billings.
- The attic space at Station 1300 was insulated.
- Parade Engine 2 (Devils Lake FD) is undergoing repairs to the brakes and electrical system.
- The State of Oregon reimbursement submittal for the Echo Mountain Complex Fire was \$200,565 but is now up to \$209,000 to include food and fuel.
- A records request fee for Pacific Power's attorneys was estimated at \$11,000, but no money has been received yet.
- The second Water Rescue Humvee is now in Eugene to be worked on.
- Hose reels are being installed on Engines 13 and 16.
- Two Type-1 engines will be purchased; the evaluation process should be completed by May 1st and a recommendation ready for the Board at the May meeting.
- Firefighter/Paramedic Zach Parker has taken a job with Corvallis Fire Department; his last shift will be March 3, 2021.
- A conditional job offer of paid firefighter was made to Nick Wettlaufer.
- Newly hired firefighter Brandon Lauritzon will be deploying for 9-12 months, and Riley Schroeder has been hired as a temporary employee in his absence: Riley is to start by March 22nd.
- An application for an AFG grant to purchase a \$92,000 exhaust system for Station 1600 will soon be submitted, and a SAFER grant to fund three firefighter positions will also be applied for.
- The District is adopting the new countywide vehicle and station numbering system, to take effect Monday, February 15th. This will align Lincoln County with FEMA and State designations.
- It was noted that 17 lift assists were made last month, 10 more than last month.

For the Good of the Order

- Administering COVID-19 vaccinations is a good public service; NLFR's medical advisor raves about the Fire District.
- Director Beatty will check his tablet to see if it works before the other Board members take theirs home to use. Notifications will be sent to the members' personal email addresses to alert them that emails have been sent to their District email accounts.

Call for General Public Comments for Non-Agenda Items

None.

Tim Beatty made a motion to adjourn the meeting; Danny Curler seconded the motion. The motion passed. **(See Motion #10)**

ADJOURNED AT 5:38 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: 2-10-2021

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 13, 2021 Board meeting as amended.

	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: 2-10-2021

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. Check #32119 (Life Flight \$59.00), #32129 (Pacific West Ambulance \$54.00), and #32137 (HR VEBA \$750.00) 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: 2-10-2021

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 payment of the bills 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 #4 and Voting Record

Date: 2-10-2021

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 appointment of Eric Creighton to Position #3 on the Budget 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 #5 and Voting Record

Date: 2-10-2021

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 #2021-03 as corrected.

	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: 2-10-2021

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 LOSAP addition to the 3rd quarter 2020 in the amount of \$725.00.

	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 #7 and Voting Record

Date: 2-10-2021

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 Resolution #2021-04 to appropriate funds received from SDAO in the amount of \$5,910.00 to Account #6850 (Equipment Repairs and Maintenance) 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: 2-10-2021

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 Resolution #2021-05 to appropriate funds received from ODF Toledo in the amount of \$500.00 to Account #6140 (Professional Services) 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: 2-10-2021

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

MOTION: To approve Resolution #2021-06 to appropriate funds received from the State of Oregon in the amount of \$15,069.00 for NLFR's participation in the Mosier Creek Conflagration to be put into the following accounts:

- \$5,707.00 Account # 6810 (Apparatus Repair & Maintenance)
- \$2,967.00 Account # 5610 (Temporary Employees)
- \$5,540.00 Account # 5570.1 (Staff Overtime)
- \$ 855.00 Account #5586 (Firefighter/Engineer)

	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: 2-10-2021

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 adjourning the meeting at 5:38 p.m.

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

RESULTS

PASSED	FAILED
X	