

# NORTH LINCOLN FIRE & RESCUE DISTRICT #1

## Board of Directors Meeting – Minutes April 14, 2021

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

<u>Attendance:</u>		
<b>Board Members:</b>	<b>Staff:</b>	<b>Guests:</b> (GTM – GoToMeeting)
#1 – Ron Woodard (GoToMeeting)	Fire Chief Rob Dahlman Admin Assistant/HR Lois Smith (GoToMeeting)	Todd King (GTM) Ross Smith (GTM)
#2 – Tim Beatty	Admin Assistant KrieAnn Kudar	
#3 – Alan Lee	Deputy Chief Doug Strange	
#4 – Jamie Wright	Fire Marshal Ed Ulrich	
#5 – Danny Curler	Maintenance Tech Kenny Banner	

Board President Alan Lee called the Board of Directors to order at 4:00 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, one of the five Board members and one staff member attended the meeting via “GoToMeeting”. Masks were made available and worn, attendees recorded their temperatures, and social distancing was observed.

Chief Dahlman related that the District had received numerous thank you messages regarding the vaccination clinics, as well as a \$1,000 donation from a private citizen; no other public comments were received. The Board thanked the staff for their efforts.

### Approval of Minutes

#### 3/10/2021 Board Minutes

The Board Minutes of 3/10/2021 were presented for approval.

*Public Comments: none*

Tim Beatty 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. Chief Dahlman noted that 75% of the way through the fiscal year, expenditures are at 50%. Over 99% of property taxes have been collected; this is ahead of last year. Due to income received from FEMA and conflagration reimbursement, the District has a nice savings account.

*Public Comments: none*

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

### **Payment of Bills**

The bills were presented for payment. Danny Curler declared a conflict with check #32233 as it was for his business.

*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)**

Check # 32267 in the amount of \$362.70 made payable to Special Districts Insurance Services was presented for payment. Chief Dahlman explained this was in response to SDIS' workers comp medical reimbursement program, that by paying this amount due, it would lower workers comp by 1%, a savings of a couple of thousand dollars.

*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 #4)**

## **Budget**

None.

## **Old Business**

### **Item #1 – Radio System Upgrade**

Chief Dahlman presented the Board with a price quote of \$49,977.60 from Kenwood for the purchase of 45 radios. He had to place the order by 3/31/21 to qualify for the rebate of \$85 per unit, a savings of \$3,825, so was asking the Board to approve the purchase after the fact. The Board had previously discussed the purchase.

*Public Comments: none*

Danny Curler made a motion to approve the purchase of 45 Kenwood radio units; Tim Beatty seconded the motion. The motion passed. **(See Motion #5)**

## **Item #2 – Resolution #2021-09 to Appropriate Conflagration Funds Received**

Chief Dahlman asked the Board to review and approve Resolution # 2021-09 to appropriate funds received from the State of Oregon in the amount of \$209,708.00 for the District's participation in the Echo Mountain Complex Wildfire as specified below:

\$40,350.00 Account # 5570 (Staff Overtime)  
\$17,850.00 Account # 5586 (Firefighter Pay)  
\$ 2,400.00 Account # 5589 (Captain Pay)  
\$33,365.00 Account # 5610 (Temporary Employees)  
\$ 2,972.00 Account # 5710 (Payroll Taxes)  
\$27,735.00 Account # 5720 (PERS)  
\$28,446.00 Account # 6810 (Apparatus Repairs)  
\$ 3,650.00 Account # 6812 (Fuel)  
\$14,940.00 Account # 6835 (Fire Supplies)  
\$ 3,000.00 Account # 6850 (Equipment Repair)  
\$35,000.00 Account # 7000 (Capital Outlay)

*Public Comments: none*

Jamie Wright made a motion to approve Resolution #2021-09 to appropriate funds received from the State of Oregon in the amount of \$209,708.00 to the accounts specified above; Danny Curler seconded the motion. The motion passed and Resolution #2021-09 was signed. **(See Motion #6)**

## **New Business**

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

The LOSAP reports for January, February, and March 2021 were presented to the Board for review and approval. It was noted that vesting has been approved for Riley Schroeder, Caden McCall, and Dallas Farley.

*Public Comments: none*

Tim Beatty made a motion to approve the LOSAP reports as presented and check #32266 in the amount of \$9,080.00; Danny Curler seconded the motion. The motion passed and the check was signed. **(See Motion #7)**

### **Item #2 – Fire Chief Review and Contract**

Chief Dahlman had been evaluated by each of the Board members, and the reviews were favorable. There was discussion of the terms of his Employment Agreement, and the following were agreed upon:

- Section 3 – Compensation and Benefits / A. Salary  
The contract term will be four (4) years, with an increase in salary of 10% the first year, nothing the second year, and Cost of Living increases only for the last two (2) years.
- Section 10 – Performance Evaluation, Discipline and Termination / B. Termination by Employee  
The employee would give his employer at least 120 days' written notice instead of 90 days' if he voluntarily resigns his position before the contract expires.

*Public Comments: none*

Tim Beatty made a motion to approve the new contract terms of the Fire Chief's employment; Jamie Wright seconded the motion. **(See Motion #8)**

### **Item #3 – Informational Election Flyer**

The Board reviewed the draft and cost of the proposed informational flyer for the upcoming election in May and were asked to decide if they wanted it printed and mailed out.

*Public Comments: none*

Danny Curler made a motion to have the flyer printed and mailed (at a cost of just under \$3,000) if there is enough time before the election to do so; Jamie Wright seconded the motion. **(See Motion #9)**

## **Committee / Staff Reports**

### Training

- The Bronto training went well; 10 people took the 7-hr. class. A couple of small cracks were discovered and the Bronto is currently out of service to have them repaired. The company paid for the parts and will pay \$250 toward the services of a certified welder to make the repairs.

### Fire Marshal

- The report was included in the packet for the Board members to read.

### Safety Committee Meeting Minutes

- The Minutes were included in the packet for the Board members to read.

## **Chief's Report**

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

- Over 5,000 Covid-19 vaccinations have been given as of today.

- Pacific West Ambulance will be paying the District over \$4,000 for transports.
- Highway billings brought in \$4,169 and about the same amount will be received this month.
- Capt. Schroeder is out on medical leave until July, so Capt. Banner is assuming all the maintenance workload and doing a good job of it.
- Engine-15 has been out of service due to a brake issue.
- The flooring for Station 16's kitchen has been ordered and a bid of \$2,879 received for the men's bathroom floor.
- The State of Oregon reimbursement of \$209,708 to the District for the Echo Mountain Complex Fire was received. FEMA reimbursement for an additional \$14,548 was approved; this is 75% of the cost to the District.
- Alarms for the year have risen significantly over last year, about 20%.
- Deputy Chief Strange is moving forward with submitting specs to purchase two Type-1 engines; the evaluation process should be completed by May 1<sup>st</sup> and a recommendation ready for the Board at the May meeting.
- Grant applications:
  - OSFM WUI Assistance - \$64,670 for training and community outreach, BK radios, PPE and equipment, and a Wildland UTV.
  - FEMA AFG – \$92,470. This is the third time submitting for funds for a direct capture exhaust system for Station 16.
  - SAFER staffing grant - \$1,178,103 to fund three (3) Firefighter positions.
  - State Homeland Security Grant (working on) - \$20,000 for radio equipment (portables)
- Countywide vehicle and station numbering system is going well.
- Depoe Bay Fire has ended their volunteer program.
- Specs for a Polaris UTV (\$33,000) were submitted for the Board to review. The UTV would be a valuable resource for beach rescues and hikers on the knoll. If the grant is approved, the money must be spent by June 30, 2021 and Chief would like to purchase. If the grant is not awarded, \$35,000 from Echo Mountain Complex Fire reimbursement can be put into capital purchases. The state grant would only pay for the UTV if it were to be used only for fire responses. Additional discussion will be held on this at the May Board meeting.
- Overview of the joint meeting with the City Council on April 5, 2021:
  - It was more of a meet-and-greet, a good start to bridge the gap. They suggested we meet annually.

- Fire hydrant discussion spurred maintenance activity on the City's part.
- The District will not be putting any more money into tsunami sirens.
- There still needs to be more give on the City's side regarding Urban Renewal.
- The Budget meeting will be held Wednesday, April 21st; documents will be ready on Friday, April 16th. Space will be limited due to Covid restrictions, so a few Board members will need to attend electronically.

### For the Good of the Order

The Board is appreciative of all the time that Chief Dahlman puts in.

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

None.

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

ADJOURNED AT 5:20 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: 4-14-2021

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 the Minutes of the March 10, 2021 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: 4-14-2021

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 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 #3 and Voting Record

Date: 4-14-2021

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. Danny Curler declared a conflict with check #32233 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: 4-14-2021

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 check #32267 for \$362.70 made payable to Special Districts Insurance Services for workers comp medical reimbursement program.

	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: 4-14-2021

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 the purchase of 45 Kenwood radio units for \$49,977.60, less a discount of \$3,825 for placing the order by 3/31/21.

	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: 4-14-2021

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 #2021-09 to appropriate funds received from Echo Mountain Complex Fire in the amount of \$209,708.00 to the accounts specified below:

\$40,350.00	Account # 5570 (Staff Overtime)	\$28,446.00	Account # 6810 (Apparatus Repairs)
\$17,850.00	Account # 5586 (Firefighter Pay)	\$ 3,650.00	Account # 6812 (Fuel)
\$ 2,400.00	Account # 5589 (Captain Pay)	\$14,940.00	Account # 6835 (Fire Supplies)
\$33,365.00	Account # 5610 (Temporary Employees)	\$ 3,000.00	Account # 6850 (Equipment Repair)
\$ 2,972.00	Account # 5710 (Payroll Taxes)	\$35,000.00	Account # 7000 (Capital Outlay)
\$27,735.00	Account # 5720 (PERS)		

	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: 4-14-2021

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 the LOSAP reports as presented and check # 32266 in the amount of \$9,080.00.

	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 #8 and Voting Record

Date: 4-14-2021

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 new terms of the Fire Chief's employment contract – 4 years, 10% salary increase the first year, nothing the second, and Cost of Living increases only the last 2 years. Notice to be given increased from 90 days to 120 days.

	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: 4-14-2021

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 having the election flyer printed and mailed (at a cost of just under \$3,000) if there is enough time before the election to do so.

	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: 4-14-2021

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 adjourning the meeting at 5:20 p.m.

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

RESULTS

PASSED	FAILED
X	