

# NORTH LINCOLN FIRE & RESCUE DISTRICT #1

## Board of Directors Meeting – Minutes September 8, 2021

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

<u>Attendance:</u>		
<b>Board Members:</b>	<b>Staff:</b>	<b>Guests:</b>
#1 – Ron Woodard	Fire Chief Rob Dahlman	Nancy Oksenholt
#2 – Tim Beatty	Admin Assistant KrieAnn Kudar	Rick DeJager – NLFR
#3 – Alan Lee (GoToMeeting)	Office Admin/HR Lois Smith (GoToMeeting)	Rymer Hoey – NLFR
#4 – Jamie Wright	Deputy Chief Doug Strange	Cody Peterson – NLFR
#5 – Dan Drayton	Fire Marshal Ed Ulrich	Matt Diaz – NLFR

Board President Ron Woodard 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. No public comments were received by phone, mail, or email.

### Approval of Minutes

#### 8/11/2021 Board Minutes

The Board Minutes of 8/11/2021 were presented for approval.

*Public Comments: none*

Dan Drayton made a motion to approve the Minutes as presented; Tim Beatty 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 reported that the District received almost \$30,000 in back taxes (some from 20 years ago). He also pointed out that the overage in account #5610 Temporary Employees will be a conflagration reimbursement by the State of Oregon.

*Public Comments: none*

Dan Drayton 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; Dan Drayton seconded the motion. The motion passed. **(See Motion #3)**

## **Old Business**

### **Item #1 – Local Option Levy**

The Board and Chief Dahlman discussed the upcoming November 2021 election:

- The Firefighter local union and several individuals submitted letters to be published in the Voters Pamphlet going out mid-October.
- Contact different service groups such as Kiwanis, Rotary, and the Chamber of Commerce.
- CERT is 100% behind the District; their president has been refuting misinformation online.
- Letters to the Editor in the Newsguard and the News Times are still an option.
- A Facebook Live event can be held, during which misinformation can be rebutted and questions regarding the election be asked and answered. The reader board at Station 14 can be used to advertise the event.
- Presentations can be made at the Dorchester House, Hillside House, and Lakeview Senior Living.

*Public Comments: Nancy Oksenholt suggested dropping off yard signs at the Grange for the Panther Creek breakfast.*

### **Item #2 – Open Sealed Bids for Surplus Vehicle**

Only one sealed bid for the 2002 Water Rescue Ford (WR-14) vehicle was received. It was opened and read at the Board Meeting – the bid was for \$1,000 and was made by Kenneth Banner. He had stated in his bid that the vehicle would be purchased “as is” and that he would have insurance on the vehicle before he picked it up.

*Public Comments: none*

Alan Lee made a motion to approve the sale of the 2002 F350 vehicle to Kenneth Banner for \$1,000 as presented; Dan Drayton seconded the motion. The motion passed. **(See Motion #4)**

## New Business

### Item #1 – Dedication of Station 13 to Former Volunteer

The Board has been in contact with Hobie McCallum's daughter; his family will plan a ceremony at the Otis Fire Station when they are able. The station will be dedicated to longtime Volunteer Hobie McCallum but will retain its designation as Station 13.

*Public Comments: none*

Tim Beatty made a motion to approve declaring dedicating Station 13 to Hobie McCollum; Dan Drayton seconded the motion. The motion passed. **(See Motion #5)**

## Committee / Staff Reports

### Fire Marshal

- The online burn permit program is working fine.

### Training - August

- 9 hours of Fire and 1 hour of EMS training were completed.
- A Pumper Operator class will be offered this fall.
- Covid review will be offered online in September through TargetSolutions.

### Safety Committee Meeting Minutes

- Chief Dahlman reported on the meeting he had with Jason Janzi from Special Districts Insurance Services regarding the recent Water Rescue injuries. A change in team leadership implemented a plan of action with qualifications and a task book. Jason was impressed with the direction the Water Rescue team was going in.

## Chief's Report

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

- Covid:
  - FEMA reimbursement submittal is on hold in case the District offers booster shot clinics in the future.
  - Governor Brown's vaccination mandates – SDAO said to stand by for now and accept exemptions as they are provided.

- Conflagration Response:
  - OSFM owes the District \$163,000 in reimbursement.
  - There is a new conflagration in Cougar Creek in Lake County.
- Volunteer Recruitment:
  - One application was handed out at the Open House in August.
  - There are currently nine volunteers in various stages of initial training.
- EMS report:
  - 2 transports in August.
  - 32 transports are pending collections by PWA.
  - The District Medicare number was inactive, so an application was submitted to reactivate it.
  - An application was also filed with the VA.
- Monies received:
  - \$966 EF Recovery
  - \$625 Ambulance collections
- Building and Equipment Maintenance:
  - Significant landscaping and clean up has been done at Station 16.
  - Vehicle repairs remain steady. It is difficult to find some parts for older engines, so Kenny Banner is trying to repair them as best he can.
  - Training is complete on the new radios.
- 55% of the calls the District responds to are medical in nature, which is below the national average of 64%. There were 301 alarms in August and 2,256 year-to-date, which averages 9.4 per day.
- Grant applications:
  - FEMA AFG – applied for \$92,470 for a direct capture exhaust system for Station 16 but were awarded \$80,000 as that’s what FEMA says is a normal cost. A walk-through with the contractor will take place September 22<sup>nd</sup> to see if the cost of the project can be reduced.
  - SAFER staffing grant - \$1,178,103 to fund three (3) Firefighter positions – have not heard anything yet. If the levy does not pass, the District cannot accept this grant.
- SDIS Visit:
  - Jason Janzi made a site visit on 8/26/21, as mentioned under the Safety Committee Minutes. Also discussed were the vaccination mandates with potential insurance risks.
- City Evacuation Plan – Chief Dahlman attended the Chamber of Commerce meeting and was part of the discussion on disaster planning and city evacuations. NLFR has weighed in with suggestions. Most of the discussion centered around communications and lines of authority.

- City Fire Code Adoption – permits issued by the City are not up to fire code. With the Intergovernmental Agreement (IGA) between NLFR and the City of Lincoln City that the City produced, the City would collect fees for the District's Fire Marshal's work; the IGA has been forwarded to the District's legal department.
- NLFR Ordinance Adoption for Fees – this should be ready for review at the next Board meeting.
- Chief Dahlman took the hour-long video class on Cyber Security, "Implementing Policies for Security and Acceptable Use". GenXSys Solutions effectively manages the District's email system, shared drive system, and computers. Something on Cyber Security should be added to the District's policy.
- Bond Purchases:
  - Additional beds and lockers have been ordered for Station 16. That station will then be able to sleep up to eight crew members.
  - The cost of the roof antenna at Station 16 will be split with LCSO as they will be reaping the benefit of it as well.
  - The WUI engine production starts mid-November and is expected to be delivered in February.
- ISO Evaluation – the hydrant location maps have been received by ISO.

### **Miscellaneous Items**

- The Otis Strong sculpture is in place at Station 13 and looks good.
- The burn ban remains in place for probably the next week and a half – it might be lifted at the next County Fire Defense Board meeting. Projects to work on this winter:
  - Put some backing behind burn bans – work with OSFM on the proper wording.
  - County Commissioners will work toward adopting an ordinance for fines.
  - Educate law enforcement as to their role in responding to fires during the ban.
  - ODF will make a couple of "Fire Danger" level signs and post them at the Rose Lodge and Kernville fire stations.
- A new ORS has come out requiring public meetings to have virtual options. The District has already been doing that with the Board Meetings over the past year.
- Board President Woodard had included in the Board packet a document regarding virtual Board Training that is available through SDAO on Sept. 7 and 9<sup>th</sup>.

**For the Good of the Order**

NLFR broke 300 calls last month.

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

None.

Tim Beatty made a motion to adjourn the meeting; Jamie Wright seconded the motion. The motion passed. **(See Motion #6)**

ADJOURNED AT 5:07 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: 9-8-2021

Motion Made By:		Motion Seconded By:	
	Ron Woodard		Ron Woodard
	Tim Beatty	X	Tim Beatty
	Alan Lee		Alan Lee
	Jamie Wright		Jamie Wright
X	Dan Drayton		Dan Drayton

MOTION: To approve the Minutes of the August 11, 2021 Board meeting as presented.

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

RESULTS

PASSED	FAILED
X	

NORTH LINCOLN FIRE & RESCUE DISTRICT #1

Motion #2 and Voting Record

Date: 9-8-2021

Motion Made By:		Motion Seconded By:	
	Ron Woodard		Ron Woodard
	Tim Beatty		Tim Beatty
	Alan Lee		Alan Lee
	Jamie Wright	X	Jamie Wright
X	Dan Drayton		Dan Drayton

MOTION: To approve the monthly financial reports as presented.

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

RESULTS

PASSED	FAILED
X	

NORTH LINCOLN FIRE & RESCUE DISTRICT #1

Motion #3 and Voting Record

Date: 9-8-2021

Motion Made By:		Motion Seconded By:	
	Ron Woodard		Ron Woodard
X	Tim Beatty		Tim Beatty
	Alan Lee		Alan Lee
	Jamie Wright		Jamie Wright
	Dan Drayton	X	Dan Drayton

MOTION: To approve the payment of the bills as presented.

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

RESULTS

PASSED	FAILED
X	

NORTH LINCOLN FIRE & RESCUE DISTRICT #1

Motion #4 and Voting Record

Date: 9-8-2021

Motion Made By:		Motion Seconded By:	
	Ron Woodard		Ron Woodard
	Tim Beatty		Tim Beatty
X	Alan Lee		Alan Lee
	Jamie Wright		Jamie Wright
	Dan Drayton	X	Dan Drayton

MOTION: To approve the sale of the 2002 F350 Water Rescue vehicle for \$1,000 to Kenneth Banner.

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

RESULTS

PASSED	FAILED
X	



NORTH LINCOLN FIRE & RESCUE DISTRICT #1

Motion #5 and Voting Record

Date: 9-8-2021

Motion Made By:		Motion Seconded By:	
	Ron Woodard		Ron Woodard
X	Tim Beatty		Tim Beatty
	Alan Lee		Alan Lee
	Jamie Wright		Jamie Wright
	Dan Drayton	X	Dan Drayton

MOTION: To approve dedicating Station 13 to Hobie McCallum.

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

RESULTS

PASSED	FAILED
X	

NORTH LINCOLN FIRE & RESCUE DISTRICT #1

Motion #6 and Voting Record

Date: 9-8-2021

Motion Made By:		Motion Seconded By:	
	Ron Woodard		Ron Woodard
X	Tim Beatty		Tim Beatty
	Alan Lee		Alan Lee
	Jamie Wright	X	Jamie Wright
	Dan Drayton		Dan Drayton

MOTION: To approve adjourning the meeting at 5:07 p.m.

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

RESULTS

PASSED	FAILED
X	