

NORTH LINCOLN FIRE & RESCUE DISTRICT #1

Board of Directors Meeting – Minutes August 10, 2022

***** APPROVED *****

<u>Attendance:</u>		
Board Members:	Staff:	Guests:
#1 – Ron Woodard	Fire Chief Rob Dahlman	Shane Chaffer - NLFR
#2 – Tim Beatty	Admin Assistant KrieAnn Kudar	Will Heredia - NLFR
#3 – Alan Lee (GoToMeeting)	Office Admin/HR Krista Bond	Eric Maestas – NLFR
#4 – Jamie Wright	Fire Marshal Cody Heidt	Rick DeJager – NLFR
#5 – Dan Drayton (Joined at 4:20 pm)		Nancy Oksenholt

Board President Ron Woodard called the Board of Directors to order at 4:03 p.m. and all present then stood to recite the Pledge of Allegiance. President Woodard announced that the Board Meeting was being recorded and asked Chief Dahlman if he had received any public comments prior to the meeting; Chief Dahlman answered that he had not.

Approval of Minutes

7/13/2022 Board Minutes

The Board Minutes of 7/13/2022 were presented for approval.

Tim Beatty made a motion to approve the Minutes as presented; Jamie Wright 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 remarked that at 8.3% into the budget year, 9.5% of the budget has been spent; this is due to certain payments being paid up front, such as Workers Comp and half of Dispatch Services.

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

Payment of Bills

The bills were presented for payment. Comments made included the Day Wireless annual fee and the rising fuel costs reflected on the Carson bill.

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

Budget

None.

Old Business

None.

New Business

Item #1 – Delinquent Transport Billings (Collections)

Chief Dahlman explained that some ambulance transport billings have not been paid and asked the Board if they wanted the District to send them to collections. The Board was agreeable to trying to negotiate with non-residents, but not to sending residents' bills to collection.

Committee / Staff Reports

Fire Marshal

- Fire Marshal Cody Heidt was introduced to the Board; his report was included.

Training

- Fire Academy graduated on July 29th. Riley Schroeder and Brian Nordyke were excellent instructors. The NW Natural Gas safety training town exercise in Sherwood was a good experience.

Safety Committee

- The Minutes from the July 18th Safety Committee Meeting were included.

Chief's Report

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

- FEMA Covid:
 - Reimbursement of \$47,744 (Jan. – April 2021) – document verification has been submitted to FEMA and is in the review process.
- EMS report:
 - 11 transports in July (only 1 in June)
 - Ambulance transport dollars received this fiscal year already is \$7,327.00
 - 55 transports billing by PWA (4 to collections)

- Monies received:
 - \$ 3,407 EF Recovery
 - \$ 7,327 Ambulance collections
 - \$ 1,611 Surplus sold

- Building and Equipment Maintenance:
 - Bob has repainted the front of Station 17.
 - Metal doors at Station 16 are being sanded and the small windows within them are being replaced.
 - Electrical is in place at both Station 16 and 14 for new electronic signs, so Foress Signs has been contacted for cost not including this.
 - Kenny is doing a lot of maintenance on older vehicles and installing equipment on the new E-12.

- Alarm Responses:
 - July alarm responses 337, down 3% over July last year; but for the year to-date, up 3% from 2021.

- Grant applications:
 - SDAO Safety and Security Grant was denied; we are applying for the same Grant for 2022/2023.
 - The \$65,000 grant request made to Tillamook County for a heavy lift drone is still in the County evaluation process for acceptance; we are looking for other funding in case it doesn't come through.

- Bond Purchases:
 - WUI Engine (E-12) was inspected and accepted. Equipment is being installed and then training is needed before it goes into service.
 - The two Type-1 Engines are in production by Pierce – no delivery date yet but possibly the end of this October.

- Personnel and Hiring:
 - New Fire Marshal Cody Heidt started July 26th.
 - Eight new hires graduated from the Fire Academy July 29th and are on shift; Riley Schroeder and Brian Nordyke did a great job instructing.
 - The four OSFM Grant employees are working out well; they are putting out beach fires and supplementing on-duty staff.
 - Three new Volunteers in training; roster has 24 active Volunteers currently.

- Surplus Property:
 - Two "Escape Packs" that were replaced with our new SCBA upgrades are currently up for auction on GovDeals.

- Audit and Accounting:
 - Pauly Rogers and Co. are drafting a contract for a new three-year contract as the District's auditor.

Miscellaneous

- Readiness Fair will be held at the Taft Station on Saturday, September 17th.
- We approved an exemption to Oregon Fire Code for the City to close the NW 15th Street beach access. The City will maintain the access, post no parking signs, put markings on the ground. Access can be made by rescue vehicles.
- We are standing by ready to respond to conflagrations if activated:
 - We sent a crew of four with two engines to the Miller Fire Conflagration in Wasco Co. for 51 hours.
 - We will be sending an engine boss with Philomath Fire to Klamath Falls to pre-deploy for four days.
- Fire Service Contracts:
 - The District currently has contracts with four property owners; a letter will be sent to the new owners of the fifth property previously under contract.
 - There are 10 properties in Road's End for which there are no contracts. Letters were mailed to the property owners several years ago with no results. New letters will be sent out to them via certified mail.
- Pictures of the two new Type-1 Engines were enclosed in the Board packet.
- The quarterly report from OSFM was enclosed in the Board packet.
- Chief Dahlman was requested by the Board to write a letter to the City Manager supporting Dave Broderick as the new police chief as Chief Palmer retires.
- During recurrent lift assists, the crews work with the families/caregivers to look for permanent solutions.
- Station 13 will be dedicated to Hobie McCallum – Hobie's family will be contacted to try to coordinate the ceremony with them.
 - Chief Dahlman will make some edits on Policy 1.7 Renaming of Fire Stations and bring to the next meeting.
- Fire Marshal policies are being drafted:
 - Fire Watch Reporting System.
 - Policy that formally gives him the authority to enforce the Fire Code.
- Some of the checks received by local businesses for the Fire Prevention Week Firepup Program (to purchase materials for the children) are made out to the Fire District instead of to the Firepup Program. The Board thought that the District's Accountant should be consulted as to whether the checks could be signed over to the Program or if they should be deposited and a check written to them by the District.

President Woodard remarked that the Recruit Academy graduation ceremony went very well. He mentioned that training toward Board credits will be offered at the Best Western in Newport on August 30th, and the training in Salem on August 31st can also be done on-line. This needs to be completed before November.

For the Good of the Order

None.

Call for General Public Comments for Non-Agenda Items

Dan Drayton made a motion to adjourn the meeting; Tim Beatty seconded the motion. The motion passed. **(See Motion #4)**

ADJOURNED AT 4:45 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: 8-10-2022

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 the Minutes of the July 13, 2022 Board meeting as presented.

	FOR	AGAINST	ABSTAINED	COMMENTS
Woodard	X			
Beatty	X			
Lee	X			
Wright	X			
Drayton				Absent at time of vote

RESULTS

PASSED	FAILED
X	

NORTH LINCOLN FIRE & RESCUE DISTRICT #1

Motion #2 and Voting Record

Date: 8-10-2022

Motion Made By:		Motion Seconded By:	
	Ron Woodard		Ron Woodard
X	Tim Beatty		Tim Beatty
	Alan Lee	X	Alan Lee
	Jamie Wright		Jamie Wright
	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				Absent at time of vote

RESULTS

PASSED	FAILED
X	

NORTH LINCOLN FIRE & RESCUE DISTRICT #1

Motion #3 and Voting Record

Date: 8-10-2022

Motion Made By:		Motion Seconded By:	
	Ron Woodard		Ron Woodard
	Tim Beatty	X	Tim Beatty
	Alan Lee		Alan Lee
X	Jamie Wright		Jamie Wright
	Dan Drayton		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				Absent at time of vote

RESULTS

PASSED	FAILED
X	

NORTH LINCOLN FIRE & RESCUE DISTRICT #1

Motion #4 and Voting Record

Date: 8-10-2022

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 adjourning the meeting at 4:45 p.m.

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

RESULTS

PASSED	FAILED
X	