

NORTH LINCOLN FIRE & RESCUE DISTRICT #1

Board of Directors Meeting – Minutes March 9, 2022

***** APPROVED *****

<u>Attendance:</u>		
Board Members:	Staff:	Guests:
#1 – Ron Woodard (GoToMeeting)	Fire Chief Rob Dahlman	Whitney Cooper – NLFR
#2 – Tim Beatty	Admin Assistant KrieAnn Kudar	Kenny Banner – NLFR
#3 – Alan Lee (GoToMeeting)	Office Admin/HR Lois Smith (GoToMeeting)	GoToMeeting:
#4 – Jamie Wright	Deputy Chief Doug Strange	Bryan Daniels – DBF Chief
#5 – Dan Drayton		Tom Jackson – DBF Div. Chief CB (unidentified)

Board Vice-President Alan Lee called the Board of Directors to order at 4:05 p.m. and all present then stood to recite the Pledge of Allegiance. Afterwards, Chief Dahlman shared three letters that he had received:

- Pacific Power Foundation made a \$1,000 donation to NLFR on behalf of Matt Diaz (their employee and a NLFR Volunteer Firefighter), who had volunteered his time to the District.
- Chief Joe Budge with Woodburn Fire District thanked NLFR for helping cover their fire district during the service for fallen firefighter Austin Smith.
- Austin Smith’s family expressed their appreciation to NLFR for the Station 14 reader board message honoring Austin.

Approval of Minutes

2/9/2022 Board Minutes

The Board Minutes of 2/9/2022 were presented for approval.

Public Comments: none

Dan Drayton 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. The first six pages had been redone because a Resolution from last month hadn’t gone to the Accountant and she subsequently reappropriated funds. Chief Dahlman commented that 67% of the way into the year, the overall budget is at 56.4%. He also noted that 97.8% of 2021 property taxes has been collected.

Ron Woodard asked why there is a code for the Aflac line item if the payment is taken from payroll deductions. Chief Dahlman was unsure, but the District does write them a check on behalf of the employee; he will check with the Accountant.

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. Tim Beatty commented on the fact that there had been three voided electronic direct deposits and Chief Dahlman will check with the Accountant as to why.

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)**

Budget

Chief Dahlman continues to move forward preparing next year's budget. Budget requests are still coming in and will be reviewed by DC Strange. The budget will be finalized for the April Budget meeting.

Old Business

Item #1 – Civil Service Commission – New Member

Two individuals had expressed interest in serving as a member of the Civil Service Commission: Danny Curler and Kathy Joy. The Board discussed the merits of both people and ultimately selected Kathy Joy.

Public Comments: none

Tim Beatty made a motion to appoint Kathy Joy as the third member of the Civil Service Commission; Dan Drayton seconded the motion. The motion passed. **(See Motion #4)**

New Business

None.

Committee / Staff Reports

Fire Marshal

- Through the Cooperative Agreement with Lincoln City, FM Ulrich reviewed 24 permit applications.
- FM Ulrich has inspected several food trucks at the new Pines Dine food court at SE 51st St. and Hwy. 101.
- NLFR is still working on putting together a Cooperative Agreement with Lincoln County like the one with Lincoln City; Chief Dahlman is working with the Local Fire Defense Board Chiefs to facilitate this as there is some resistance from the County.

Training

- Fire – 4.5 hours, EMS – 8 hours. The higher count of EMS hours for the month of February is due to training and review in Bloodborne Pathogens, CPR, Autopulse, and HIPAA.
- Wildland Firefighter 1 class will be taught March 13th.

Safety Committee

- Minutes from the February 28th meeting were included.

Chief's Report

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

- Covid:
 - Reimbursement – FEMA is covering only about \$155,000 of the items submitted for review, so we will be asked to return nearly \$461,000 of what we have received. The \$621,000 in reimbursement we received has been kept in a separate LGIP account. They will not pay for District employees' participation in vaccination clinics if they were already on regular duty shift during that time.
- EMS report:
 - 6 transports in February.
 - 52 transports were pending collections by PWA, but we have since received payment of over \$4,000, bringing the year total to over \$16,000.
- Monies received:
 - \$ 3,417 EF Recovery
- Building and Equipment Maintenance:
 - HR-16 will be taken to Eugene for repairs when the replacement box arrives.
 - E-13 will possibly be ready on Friday and will be swapped out with T-12 to have the hose bedcover put on.

- L-16 lost power while enroute to St. Paul for the funeral procession. They were able to get it home where it is out of service while we wait for parts to repair it.
 - E-142 rear brakes replaced.
 - Humvee Beach Rescue had rear emergency brakes replaced and modified battery box for replacements, is back in service.
 - Bob is working on interior projects and general maintenance fix-it projects. We are still waiting on bathroom flooring for Station 16 to arrive; he is pushing to have it done by the end of June. Rubber flooring for fitness area at Station 16 is set to arrive next week. He's still working on new vehicle numbering and decals.
 - Complete Wireless will be at Station 16 this week installing antennas on the roof and the alarm alert system in the bunkrooms.
- Alarm Responses:
 - February alarms up 1 from last year for a total of 235, current average is 9.3 calls per day. For the year 2022, we are 71 calls ahead of 2021 for an increase of 15%.
 - Out-the-door response times are better, Station 14 is within the 90-second standard. We will start tracking Station 16 once full-time crews are in place.
- Grant applications:
 - SDAO Safety and Security Grant – no response yet.
 - Annual disaster matching grant of \$2,500 from Lincoln County has been applied for – no response yet.
 - A \$65,000 grant request has been made to Tillamook County for a heavy lift drone. If the grant is approved, the drone will be put in next year's budget.
- Polaris Beach Rescue UTV is on a truck and we should hopefully see it soon.
- District Annexations:
 - Senate Bill 1582 regarding annexation in a rural fire district had been approved by the Senate but stalled in Committee; it will be reintroduced at the next legislative session.
 - The owners of 10 unannexed properties in Roads End will be sent final letters from legal counsel notifying them of their options.
 - No contact from Lincoln Country over the Hwy. 229 annexation request.
- Bond Purchases:
 - The Direct Capture Exhaust System for Station 16 has been paid for.
 - The WUI engine is coming along, not expected until June 2022.
 - The Volunteer Association earmarked \$20,000 for equipment to go on the new Type 1 engines.
- Personnel and Hiring:
 - Two new Volunteers have started training, the third still needing to complete a physical.

- 32 applications were received for the Office Administrator's position and five top applicants were interviewed last week. Krista Bond accepted our job offer and will start March 24th. She is highly qualified and will be a good asset to the District.
 - Application process for 8 full-time firefighter positions closes March 18, 2022. Several applicants have done ride-alongs with the paid crews.
 - Brandon Lauritzon will start back to work on March 17, 2022. He will start at Step 2 and we will pay PERS from the time he spent on military deployment.
- Surplus Property:
 - More of the portable radios and chargers listed on GovDeals have been sold.
 - \$825 received from fans that were sold.
 - Toledo PD will purchase the base station radios.

For the Good of the Order

- It's nice to have the extra parking space at Station 14 that was freed up by moving the mobile reader board out front.

Call for General Public Comments for Non-Agenda Items

Tim Beatty made a motion to adjourn the meeting; Dan Drayton seconded the motion. The motion passed. **(See Motion #5)**

ADJOURNED AT 4:51 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: 3-9-2022

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 Minutes of the February 9, 2022 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: 3-9-2022

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: 3-9-2022

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	X			

RESULTS

PASSED	FAILED
X	

NORTH LINCOLN FIRE & RESCUE DISTRICT #1

Motion #4 and Voting Record

Date: 3-9-2022

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 appointment of Kathy Joy to the Civil Service Commission.

	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: 3-9-2022

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 adjourning the meeting at 4:51 p.m.

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

RESULTS

PASSED	FAILED
X	