



North Lincoln Fire & Rescue District #1

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Board of Directors Meeting Minutes November 12, 2025

*****APPROVED*****

The following people attended the meeting:

Board Members: Secretary/Treasurer Nancy Oksenholt, Member Eric Creighton,
Member Jerry Warner

Staff: Fire Chief Rob Dahlman, Deputy Chief David Bickerdyke, Deputy Chief/Fire Marshal
Cody Heidt, Office Administrator/HR Krista Bond, Administrative Assistant KrieAnn Kudar

Guests: None

GoToMeeting: None

Regular Board Meeting

Board Secretary/Treasurer Nancy Oksenholt called the Board of Directors to order at 4:00 p.m. and announced that the meeting was being recorded. All present stood to recite the Pledge of Allegiance, followed by roll call for Board attendance: Nancy Oksenholt, Eric Creighton and Jerry Warner were all present; Tim Beatty and Dan Drayton were absent. Afterwards, Secretary/Treasurer Oksenholt asked if the District had received any public comments by phone, mail, or email; none had been received.

Approval of Minutes

10/8/2025 Board Minutes

The Board Minutes from 10/8/2025 were presented for review.

Jerry Warner made a motion to approve the Board Minutes as presented; Eric Creighton seconded the motion. A roll call vote was taken: Oksenholt – yes, Creighton – yes, and Warner – yes. The motion passed.

Review of Financial Statements

Banking

Board Secretary/Treasurer Nancy Oksenholt confirmed that she had reviewed this month's Banking Reconciliations.

Quick Books Audit Report

Board Secretary/Treasurer Nancy Oksenholt audited Accounts Payable transactions for Pacific Power and NW Natural.

Financial Statements

The Board reviewed the monthly financial statements. At 33% of the way into the fiscal year, expenditures are at 23% of the budget. Medical costs are at 44% due to processing new recruits physicals, Workers' Compensation is at 60% because it is paid up front. Station 13 Building and Maintenance is at 95% as it was just re-roofed, and Volunteer Recruitment is at 75% because a banner was made to be displayed at the Taft High School gym and football stadium.

Jerry Warner made a motion to approve the monthly financial statements as presented; Eric Creighton seconded the motion. A roll call vote was taken: Oksenholt – yes, Creighton – yes, and Warner – yes. The motion passed.

Budget

None

Old Business

None

New Business

Item #1 – Review Policy 8.5: Time Off

The Board reviewed Policy 8.5: Time Off. Changes were made to C. Sick Leave regarding 6. Bereavement Leaves, and D. Oregon Family Leave Act (OFLA) concerning 3. Reasons for Taking Leave and 6. Employee Notice Responsibilities.

Jerry Warner made a motion to approve updated Policy 8.5 as presented; Eric Creighton seconded the motion. A roll call vote was taken: Oksenholt – yes, Creighton – yes, and Warner – yes. The motion passed.

Item #2 – Resolution #2025-09 Natural Hazards Mitigation Plan

The Board reviewed Resolution #2025-09 Adopting Representation in the Updates to the Lincoln Country Multi-Jurisdictional Natural Hazards Mitigation Plan.

Jerry Warner made a motion to approve Resolution #2025-09 as presented ; Nancy Oksenholt seconded the motion. A roll call vote was taken: Oksenholt – yes, Creighton – yes, and Warner – yes. The motion passed.

Item #3 – Declare 2001 HME Pumper / Tender Surplus VIN ending in 9475

The Board reviewed the request to declare the 2001 HME Pumper / Tender VIN ending in 9475 as surplus.

Jerry Warner made a motion to approve declaring the 2001 HME Pumper / Tender VIN ending in 9475 as surplus; Eric Creighton seconded the motion. A roll call vote was taken: Oksenholt – yes, Creighton – yes, and Warner – yes. The motion passed.

Item #4 – Request Approval for Selling 2001 HME Pumper / Tender VIN ending in 9475 to Brindlee Mountain Fire Apparatus

The Board reviewed the request to approve selling the 2001 HME Pumper / Tender VIN ending in 9475 to Brindlee Mountain Fire Apparatus for \$70,000.

Jerry Warner made a motion to approve selling the 2001 HME Pumper / Tender VIN ending in 9475 to Brindlee Mountain Fire Apparatus for \$70,000, and to authorize Chief Dahlman to sign the contract; Nancy Oksenholt seconded the motion. A roll call vote was taken: Oksenholt – yes, Creighton – yes, and Warner – yes. The motion passed.

Item # 5 – Review Quotes and Select Purchase of New Type-6 Brush Engine

The Board reviewed seven (7) quotes for the purchase of a new Type-6 Wildland Engine.

Chief Dahlman’s recommendation was to purchase a new Type-6 Wildland Engine from Midwest Fire (Option #1) for the purchase price of \$178,929 plus a 10% contingency cost. The price of the chassis (approximately \$60,000) will be required when the contract is signed, the balance upon delivery of the engine.

Eric Creighton made a motion to purchase a new Type-6 Wildland Engine from Midwest Fire (Option #1) for the price as presented; Jerry Warner seconded the motion. A roll call vote was taken: Oksenholt – yes, Creighton – yes, and Warner – yes. The motion passed.

Local Union 5169 Report

Local Union 5169

- None

Committee / Staff Reports

Safety Committee Meeting

- The Minutes of the October 20, 2025 meeting were included.

Fire Marshal

Some highlights from DC Heidt’s report are below:

- 108 inspections completed in October
- 7 plans approved
- Good turnout for the Halloween activities

Training

Some highlights from DC Bickerdyke’s report are below:

- 393 training hours in October
- Fire behavior (live fire) October 27th
- Several Volunteers received certifications

Chief's Report

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

- Ambulance Transports:
 - 7 ambulance transports in October (1 of them interfacility transfer)
 - Ambulance transport dollars received FY 2025/2026 is \$58,112
 - Tactical Billing has 61 transports with billing in process
 - Sent 2 to collections from last year, looking at two more
- Notable Monies Received:
 - \$ 10,617 Ambulance Collections
 - \$ 9,300 STR Inspections
 - \$ 368 Highway Billings
 - \$ 6,500 Sale of Surplus items
 - \$ 1,000 Plan Review Fees
- Important Building and Equipment Maintenance:
 - The water heater at Station 15 is leaking and needs replacing, furnace circuit boards burned up, unit needs replacing. Capt. Bob Schroeder has cleaned roofs and gutters at all stations. Carpets at Station 16 were cleaned.
 - Minor vehicle repairs and basic preventative maintenance.
- Alarm Responses:
 - 336 alarm responses in October 2025, up from 285 alarms in October 2024, an increase of 18%. 2,982 calls to date in 2025, up 5% from \$2,833 this time last year.
- Fire Incidents – last month high acuity incidents:
 - Person caught in sneaker wave at mouth of Siletz River, found deceased 3.5 miles south washed up on Gleneden Beach.
 - Automobile vs. Skateboard Highway 101 / Siletz River Bridge.
- Accounting/Audit Update:
 - The draft has been done and the attorney letter sent to them. On track to be completed in January.
- New IT provider:
 - The contract with Fastech Solutions has been signed, it goes into effect December 1st. They've inventoried all computers, installed their Management System program. All computers will be updated to Windows 11.
- Personnel and Hiring:
 - One Full-time employee on probation.
 - Two Volunteers in the first year of training, one of them water rescue only.
 - Roster has 18 active firefighter Volunteers, plus four Support Volunteers.
 - On-boarded five new Volunteers last Monday: four firefighters, one Support (photographer).
 - Five people are starting the process, attending drill nights, and two have submitted applications.
 - We will be holding a Firefighter I academy in January.

- District Motto:
 - “Community Focused / Mission Driven”
- FYI Information:
 - Backyard burning is open and so is ODF slash burning; they no longer issue permits for anything that isn’t associated with logging operations.
 - Purchased two new stokes / wheel systems with handles and brakes.
 - Applied for SDAO Safety and Security Grant, using funds for Cyber Security equipment needed for Fastech Solutions.
 - Applied for State Homeland Security Grant for 40 tourniquets for CERT and 10 Ballistic Helmets for our active threat PPE.
 - Received 11 tactical vests from LCPD for active threat situations to go along with the two we already have.
 - Hosted at Otis Fire Station World Oregon Visitors Otis Echo Mountain Wildfire Resilience and Recovery with ODF / OSFM / Lincoln County.
 - AFG grant for turnouts, \$103,000 – no word yet.
 - ODF / VFC equipment grant purchasing.
 - Helped Corvallis Fire Dept. to provide EMS standby at OSU home games, seven games in total.
 - Purchasing eight tires for the rear of two engines.
 - January Board meeting will present Resolution to go out for the levy – renew for the same amount.
 - The District will receive the “Community Impact” award at the Chamber of Commerce dinner; Nancy Oksenholt and Cody Heidt will attend.

Upcoming District / Board Member Activities

- Holiday Toy and Food Basket Deliveries – December 20th

For the Good of the Order

- None

Call for General Public Comments for Non-Agenda Items

- None

Jerry Warner made a motion to adjourn the meeting; Eric Creighton seconded the motion. A roll call vote was taken: Oksenholt – yes, Creighton – yes, and Warner– yes. The motion passed and the meeting was adjourned at 5:02 p.m.

The Minutes were taken, transcribed, and submitted by KrieAnn Kudar, Administrative Assistant. The next meeting is scheduled for Wednesday, December 10, 2025 at 4:00 p.m. at the Bob Everest Fire Station located at 2525 NW Hwy. 101 in Lincoln City, Oregon.