

NORTH LINCOLN FIRE & RESCUE DISTRICT #1

**Board of Directors Meeting – Minutes
March 13, 2024**

***** APPROVED *****

<u>Attendance:</u>		
Board Members:	Staff:	Guests:
#1 – Nancy Oksenholt	Fire Chief Rob Dahlman	Capt. DeJager – NLFR
#2 – Tim Beatty	Fire Marshal Cody Heidt (<i>GoToMeeting</i>)	Dalton Pariani – NLFR
#3 – Eric Creighton	Interim Deputy Chief David Bickerdyke	Keaton Foster – NLFR
#5 – Dan Drayton	Office Admin/HR Krista Bond	
	Admin Assistant KrieAnn Kudar	<i>GoToMeeting:</i>
		E-16 Crew – NLFR
		Sam Hockett – NLFR

Board President Tim Beatty 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 and afterwards President Beatty asked Chief Dahlman if he had received any public comments by phone, mail, or email. Chief Dahlman replied that he had not.

EXECUTIVE SESSION

Board President Tim Beatty called the Executive Session to order at 4:00 p.m.

An Executive Session was called to order as authorized by:

ORS 192.610 (2) (d) To conduct Deliberations with Persons Designated by the Governing Body to Carry on Labor Negotiations.

The Executive Session was closed at 4:24 p.m.

Approval of Minutes

2/14/2024 Board Minutes

The Board Minutes of 2/14/2024 were presented for approval.

Dan Drayton made a motion to approve the Minutes as presented; Nancy Oksenholt seconded the motion. The motion passed. **(See Motion #1)**

Review of Financial Statements

Banking

Secretary/Treasurer Dan Drayton confirmed that he had reviewed the Banking Reconciliation.

Financial Statements

The Board reviewed the monthly financial statements. Chief Dahlman stated that at 66.6% of the way into the fiscal year, we are at 59.2% of the budget. Staff Overtime is back in limits and Accounting is high due to the cost of the Audit. Fuel usage remains high at 71%, but heating was down by \$1,000 compared to last month.

Nancy Oksenholt made a motion to approve the monthly financial statements as presented; Dan Drayton seconded the motion. The motion passed. **(See Motion #2)**

Budget

None.

Old Business

None.

New Business

Item #1 – Repeal Ordinance #2021-01, Replace with Ordinance #2024-01

The Board reviewed Ordinance #2024-01, title only read by President Beatty “An ordinance **repealing ordinance**: Adopting cost-based fees and rates for non-emergency services and extraterritorial or extraordinary responses; allowing for future Board Amendment of fees and rates by Resolution.” Replacement Ordinance titled #2024-01. Language was changed regarding fee rates and adding in Special Event fee, Inspection fees, etc. Public Records fees will go from \$15 to \$20.

The Board will not approve the Ordinance Repeal and Replacement at this time but make a motion to move the reading forward to the next meeting.

Dan Drayton made a motion to move forward the reading at the next Board meeting; Eric Creighton seconded the motion. The motion passed. **(See Motion #3)**

Item #2 – Resolution #2024-03 Establish a Coverage Area

The Board reviewed Resolution #2024-03 Establish a Coverage Area. This was written in response to SB-1068 (Senate Bill) which allows rural fire protection districts to annex lands within a defined coverage area. The 14 properties being annexed are in Roads End.

Eric Creighton made a motion to approve Resolution #2024-03 as presented; Nancy Oksenholt seconded the motion. The motion passed and the Resolution was signed. **(See Motion #4)**

Item #3 – Resolution #2024-04 Establish a Coverage Area

The Board reviewed Resolution #2024-04 Establish a Coverage Area. This was written in response to SB-1068 (Senate Bill) which allows rural fire protection districts to annex lands within a defined coverage area. The additional single property is also in Roads End.

Nancy Oksenholt made a motion to approve Resolution #2024-04 as presented; Eric Creighton seconded the motion. The motion passed and the Resolution was signed. **(See Motion #5)**

Local Union 5169 Report

None.

Committee / Staff Reports

Training

Interim DC David Bickerdyke went over his report – some highlights below:

- February training hours - 711.
- Attendance at Monday night drills is improving.
- ISO information is near completion and ready for our audit.
- Loren Nordyke has returned as a Volunteer Water Rescue instructor.

Fire Marshal

FM Cody Heidt was not present, but some highlights from his report below:

- He was recently certified as a drone pilot.
- 9 inspections with 47 violations noted.
- 19 approved plan reviews.
- Family/Community Engagement Event was held at Taft High School on 2/28, approximately 300 people attended.

Chief's Report

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

- EMS report:
 - 1 transport in February
 - Ambulance transport dollars received FY 2023/2024 is \$47,898
 - 68 transports in some level of billing with PWA
- Monies received in February:
 - \$ 12,317 Ambulance collections
 - \$ 5,303 EF Recovery (\$1,840 from Fire Marshal reinspections)
 - \$ 1,794 Plan review fees
 - \$ 900 Physicals reimbursements
- Building and Equipment Maintenance:
 - The new signs at Station 14 and 16 are in use.
 - Capt. Bob Schroeder is working hard to get all vehicle services caught up, is three quarters of the way done.
 - No damage incurred during the recent storms.
 - Chinook Winds Casino check presentation tomorrow at Station 14.
- Alarm Responses:
 - 212 alarm responses in February, down 17% from 249 alarms in February 2023. 529 alarms to date in 2024, down 1% from 534 this time last year.
- Financial Audit:
 - Final Audit is still in compliance for review.

- OSFM Tender:
 - No update on delivery date. While it's in Salem, take it to the radio shop there. Loose equipment has been picked up from the State and is stored, ready to be installed when the Tender arrives.
- Collections:
 - We have a signed contract with Valley Credit Services, they are working on 22 uncollected MVC claims, about \$14,000 worth. Once this process is underway, we will send in overdue Ambulance transport claims.
- Personnel and Hiring:
 - Six Volunteers are in first-year training, two of them are water rescue only. Roster now has 20 active Volunteers: one resigned due to medical. Two pending Volunteer applications, not yet into background checks.
 - Five full-time employees are in their first-year probation.
 - We have posted hiring for entry level FF/EMT for NTN testing – closes March 22nd.
 - We have an internal posting to fill the Maintenance position vacated by Capt. Banner; will close April 3rd. We have received 13 applications so far.
- FYI Information:
 - HR-16 is posted on GovDeals for the second time.
 - Request put to the City Manager to renegotiate our Dispatch Service Contract due to the District's loss of income from their urban renewal project; we have not yet received a response.
 - We are taking over STR inspections from the City.
 - New Depoe Bay Fire Chief is unofficially Tom Jackson.
 - ISO inspection has been pushed back by them to June or July.
 - A Health and Wellness Program is in development, it includes mental wellness. The Guardian Tracking Program has been purchased.
 - We sent a letter to Depoe Bay Fire as required by SB-1068 for annexation; we are looking at properties on Millport Slough and Immonen Rd. We haven't heard back yet, probably won't until their Board situation changes – they have 90 days to respond.
 - Next month we'll have an ordinance update for approval along with updated fees and adding STR inspection fee along with complete fee review update.
 - The new Ford F-250 truck has arrived, waiting for canopy and then light package.
 - Five grant applications have been submitted:
 - Firehouse Subs – gas monitoring equipment, still waiting to hear back
 - State Preparedness & Incident Response Equipment (SPIRE) – boat, was turned down
 - Siletz Tribal – fire extinguisher training kit
 - Wildland Fire Season (WFS) - \$35,000 to hire fire season help
 - Assistance to Firefighter Grant (AFG) – 15 sets of turnouts
 - The Awards Banquet will be held March 23rd.

- We'll be holding an open house at Station 14 on April 6th; a community mailer has been mailed to every residential home.
- Three AEDs have been sold on GovDeals.
- In answer to a Board member's question regarding two recent calls (why did E-14 respond to a south call and a north call with E-16)...E-16 was short-staffed, only had two firefighters on duty. The Union contract stipulates they have three Union-bargaining members in each manned station, but they fell short. This will be addressed in a meeting on Friday.
- Depoe Bay Annexation – the question was asked what happens after 90 days? NLFR can say they want it, DBF can rebut it, and the property will go to whichever station is closest.

For the Good of the Order

None.

Call for General Public Comments for Non-Agenda Items

Nancy Oksenholt made a motion to adjourn the meeting; Eric Creighton seconded the motion. The motion passed and the regular session was adjourned at 5:04 p.m. **(See Motion #6)**

The Minutes were taken, transcribed, and submitted by KrieAnn Kudar, Administrative Assistant

NORTH LINCOLN FIRE & RESCUE DISTRICT #1

Motion #1 and Voting Record

Date: 3-13-2024

Motion Made By:		Motion Seconded By:	
	Nancy Oksenholt	X	Nancy Oksenholt
	Tim Beatty		Tim Beatty
	Eric Creighton		Eric Creighton
	Jamie Wright		Jamie Wright
X	Dan Drayton		Dan Drayton

MOTION: To approve the Minutes of the 2/14/24 Board meeting as presented.

	FOR	AGAINST	ABSTAINED	COMMENTS
Oksenholt	X			
Beatty	X			
Creighton	X			
Wright				absent
Drayton	X			

RESULTS

PASSED	FAILED
X	

NORTH LINCOLN FIRE & RESCUE DISTRICT #1

Motion #2 and Voting Record

Date: 3-13-2024

Motion Made By:		Motion Seconded By:	
X	Nancy Oksenholt		Nancy Oksenholt
	Tim Beatty		Tim Beatty
	Eric Creighton		Eric Creighton
	Jamie Wright		Jamie Wright
	Dan Drayton	X	Dan Drayton

MOTION: To approve the monthly financial reports as presented.

	FOR	AGAINST	ABSTAINED	COMMENTS
Oksenholt	X			
Beatty	X			
Creighton	X			
Wright				absent
Drayton	X			

RESULTS

PASSED	FAILED
X	

NORTH LINCOLN FIRE & RESCUE DISTRICT #1

Motion #3 and Voting Record

Date: 3-13-2024

Motion Made By:		Motion Seconded By:	
	Nancy Oksenholt		Nancy Oksenholt
	Tim Beatty		Tim Beatty
	Eric Creighton	X	Eric Creighton
	Jamie Wright		Jamie Wright
X	Dan Drayton		Dan Drayton

MOTION: To move forward with Repeal Ordinance #2021-01, Replace with Ordinance #2024-01, to be read through at the next meeting.

	FOR	AGAINST	ABSTAINED	COMMENTS
Oksenholt	X			
Beatty	X			
Creighton	X			
Wright				absent
Drayton	X			

RESULTS

PASSED	FAILED
X	

NORTH LINCOLN FIRE & RESCUE DISTRICT #1

Motion #4 and Voting Record

Date: 3-13-2024

Motion Made By:		Motion Seconded By:	
	Nancy Oksenholt	X	Nancy Oksenholt
	Tim Beatty		Tim Beatty
X	Eric Creighton		Eric Creighton
	Jamie Wright		Jamie Wright
	Dan Drayton		Dan Drayton

MOTION: To approve Resolution #2024-03 Establish a Coverage Area (14 Roads End properties) as presented.

	FOR	AGAINST	ABSTAINED	COMMENTS
Oksenholt	X			
Beatty	X			
Creighton	X			
Wright				absent
Drayton			X	

RESULTS

PASSED	FAILED
X	

NORTH LINCOLN FIRE & RESCUE DISTRICT #1
 Motion #5 and Voting Record
 Date: 3-13-2024

Motion Made By:		Motion Seconded By:	
X	Nancy Oksenholt		Nancy Oksenholt
	Tim Beatty		Tim Beatty
	Eric Creighton	X	Eric Creighton
	Jamie Wright		Jamie Wright
	Dan Drayton		Dan Drayton

MOTION: To approve Resolution #2024-04 Establish a Coverage Area (1 Roads End property) as presented.

	FOR	AGAINST	ABSTAINED	COMMENTS
Oksenholt	X			
Beatty	X			
Creighton	X			
Wright				absent
Drayton			X	

RESULTS

PASSED	FAILED
X	

NORTH LINCOLN FIRE & RESCUE DISTRICT #1
 Motion #6 and Voting Record
 Date: 3-13-2024

Motion Made By:		Motion Seconded By:	
X	Nancy Oksenholt		Nancy Oksenholt
	Tim Beatty		Tim Beatty
	Eric Creighton	X	Eric Creighton
	Jamie Wright		Jamie Wright
	Dan Drayton		Dan Drayton

MOTION: To approve adjourning the meeting at 5:04 p.m.

	FOR	AGAINST	ABSTAINED	COMMENTS
Oksenholt	X			
Beatty	X			
Creighton	X			
Wright				absent
Drayton	X			

RESULTS

PASSED	FAILED
X	