

NORTH LINCOLN FIRE & RESCUE DISTRICT #1

Board of Directors Meeting – Minutes January 8, 2025

***** APPROVED *****

<u>Attendance:</u>		
Board Members:	Staff:	Guests:
#1 – Nancy Oksenholt	Fire Chief Rob Dahlman	Riley Schroeder – NLFR
#2 – Tim Beatty	Deputy Chief/Fire Marshal Cody Heidt	Jonathan Leaton – NLFR
#3 – Eric Creighton	Deputy Chief David Bickerdyke	
#4 – Jamie Wright	Office Admin/HR Krista Bond	GoToMeeting:
#5 – Dan Drayton	Admin Assistant KrieAnn Kudar	Eric Maestas - 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. In compliance with ADA requirements, audio recordings are posted on our website, prompting roll call for Board attendance and voting records. All present stood to recite the Pledge of Allegiance. 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.

Approval of Minutes

12/11/2024 Board Minutes

The Board Minutes of 12/11/2024 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 this month's Banking Reconciliation.

Quick Books Audit Report

This is still a work in progress. After some discussion, it was decided that it would be best to have the District accountant attend February's Board meeting virtually to establish the process.

Financial Statements

The Board reviewed the monthly financial statements. At 50% of the way into the year, we are at 43.9% of the budget, 120% of the projected tax revenue.

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

Budget

Item #1 – 2025/2026 Budget Calendar

The Budget calendar for FY 2025/2026 was presented for review and the appointment of the Budget Officer discussed.

Jamie Wright made a motion to approve the Budget calendar for FY 2025/2026 and to appoint Dan Drayton as the Budget Officer; Eric Creighton seconded the motion. The motion passed. **(See Motion #3)**

Item #2 – Levy Allocations

The Board discussed what was budgeted to the levy for FY 2024/2025 and what was collected.

Old Business

None.

New Business

Item #1 – Resolution #2025-01 Appropriate Conflagration Funds

The Board reviewed Resolution #2025-01 Appropriate Conflagration Funds in the amount of \$19,706.65 (4710) received from the State of Oregon to the following accounts:

- \$10,000.00 to Staff Overtime (Account 5570)
- \$ 4,000.00 to PERS (Account 5720)
- \$ 4,706.65 to Apparatus Repairs (Account 6810)
- \$ 1,000.00 to Equipment Testing (Account 6890)

This is the last of the conflagration funds from summer 2024. California has up to two years for conflagration reimbursement and although the normal time frame is nine months, this means the District won't see any payment this fiscal year for the current conflagration response.

Nancy Oksenholt made a motion to approve Resolution #2025-01 Appropriate Conflagration Funds to the above accounts as presented; Dan Drayton seconded the motion. The motion passed. **(See Motion #4)**

Item #2 – Resolution #2025-02 Appropriate Grant Funds

The Board reviewed Resolution #2025-02 Appropriate Grant Funds in the amount of \$2,500.00 (4600) from Special Districts Insurance Services for a Safety Grant to Repair & Maintenance All Stations (Account 6679). This is a 50/50 matching grant which will be used to install security cameras in the apparatus bays at Stations 13, 14, 15, and 16, upgrade one of the current cameras and add a panoramic security camera and lighting for the fenced-in area at Station 16.

Dan Drayton made a motion to approve Resolution #2025-02 Appropriate Grant Funds as presented; Jamie Wright seconded the motion. The motion passed. **(See Motion #5)**

Item #3 – Updated Auto Aid Agreement with Depoe Bay Fire

The Board reviewed the updated Auto Agreement with Depoe Bay Fire which details a cleaner process regarding dispatch, etc.

Dan Drayton made a motion to approve the updated Auto Aid Agreement with Depoe Bay Fire as presented; Nancy Oksenholt seconded the motion. The motion passed. **(See Motion #6)**

Local Union 5169 Report

None.

Committee / Staff Reports

Training

Some highlights from DC Bickerdyke's report are below:

- December training hours – 495
- 2024 total training hours – 6,785
- 375 food and toy deliveries on 12/21/24
- New Years Day Siletz Bay Splash – Water Rescue team provided safety

Fire Marshal

Some highlights from DC Heidt's report are below:

- 155 approved plan reviews in 2024
- 213 of 300 Short term rental (STR) inspections completed
- In 2024 we had contact with approximately 1,900 people at various events, open houses, and school visits.

Chief's Report

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

- EMS report:
 - 10 ambulance transports in December
 - Ambulance transport dollars received FY 2024/2025 is \$14,282
 - Outstanding billings from PWA are continually reviewed to close out our relationship
 - Tactical Billing has 40 transport billings in process, plus 2 more PWA failed to bill
- Monies received in December:
 - \$ 5,175 Ambulance collections
 - \$ 1,800 STR Inspections
 - \$ 735 EF Recovery
 - \$ 583 Physical Reimbursements
 - \$ 1,843 FEMA from Echo Mtn. fire
 - \$ 3,408 Plan Review fees
- Building and Equipment Maintenance:
 - Inside work and painting, painted the fire marshal's office. New dryer at Station 14.
 - E-14 lost its rear brakes, is being repaired at County Shops.
 - E-142 had a pump module failure.

- Annexations:
 - 30 letters were sent (affecting 39 properties on Hwy. 229 and in the Roads End area). To date we have received 19 consents for annexation. We submit paperwork to the Department of Revenue; they approve and send it back to the County and it's on the tax roll.
- Alarm Responses:
 - 267 alarm responses in December 2024, down from 271 alarms in December 2023, a 1% decrease. We responded to 3,383 alarms in 2024, up .4% from 3,374 in 2023.
- Financial Audit:
 - The auditors requested that we file an extension; the District Accountant did so and it was approved until 3/31/25.
- OSFM Conflagrations:
 - All conflagration reimbursements have been received.
- Personnel and Hiring:
 - Seven Volunteers are in first-year training, four of them are water rescue only. Roster now has 20 active Volunteers and four Support Volunteers (Chaplains/Inspector). We are monitoring their activity.
 - One pending Volunteer application.
- Ladder Truck:
 - We are done with the final equipment order, some of which was paid for directly by Special Districts.
 - The committee met and are in the process of evaluating two models, cost and time for delivery. Options will be presented at the next meeting.
 (Dan Drayton left the meeting at 5:20 pm)

Chief Dahlman asked if the Board would approve a purchase order for \$2 million dollars plus a 10% contingency fund to move ahead with the purchase of a ladder truck.

Eric Creighton made the motion to approve a purchase order for \$2 million dollars plus a 10% contingency fund for the purchase of a new ladder truck; Nancy Oksenholt seconded the motion. The motion passed. **(See Motion #7)**

- ISO Review
 - It came back only up 3%, not enough for a lower rating. An email was sent requesting a better explanation from them. Chief Dahlman and Board President Beatty will meet with Dave Hiland in May to discuss.
- FYI Information:
 - The joint City/NLFR meeting seemed to go well. It is still not clear who manages the SW 51st St. beach property.
 - We applied for an AFG grant for \$103,000 for new turnouts.
 - The new jet ski is here.
 - The new LUCAS device is in service.

- There was a break-in at the fueling station at Station 13, repairs have been made and the fuel station is back in service. Additional security lighting has been added around the back.
- Gift cards are still being handed out, about 10 left to go.
- SDIS grant cameras are being installed January 15th and 16th.

For the Good of the Order

None.

Call for General Public Comments for Non-Agenda Items

None.

Jamie Wright made a motion to adjourn the meeting; Eric Creighton seconded the motion. The motion passed and the regular session was adjourned at 5:32 p.m. **(See Motion #8)**

The Minutes were taken, transcribed, and submitted by KrieAnn Kudar, Administrative Assistant. The next meeting is scheduled for Wednesday, February 12, 2025 at 4:00 p.m. at the Bob Everest Fire Station located at 2525 NW Hwy. 101 in Lincoln City, Oregon.

NORTH LINCOLN FIRE & RESCUE DISTRICT #1

Roll Call

Date: 01-08-2025

	Present	Absent		
Nancy Oksenholt	X			
Tim Beatty	X			
Eric Creighton	X			
Jamie Wright	X			
Dan Drayton	X			

NORTH LINCOLN FIRE & RESCUE DISTRICT #1

Motion #1 and Voting Record

Date: 01-08-2025

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 12/11/24 Board meeting as presented.

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

RESULTS

PASSED	FAILED
X	

NORTH LINCOLN FIRE & RESCUE DISTRICT #1

Motion #2 and Voting Record

Date: 01-08-2025

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 the monthly financial reports as presented.

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

RESULTS

PASSED	FAILED
X	

NORTH LINCOLN FIRE & RESCUE DISTRICT #1

Motion #3 and Voting Record

Date: 01-08-2025

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

MOTION: To approve the Budget calendar for FY 2025/2026 and to appoint Dan Drayton as the Budget Officer.

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

RESULTS

PASSED	FAILED
X	

NORTH LINCOLN FIRE & RESCUE DISTRICT #1

Motion #4 and Voting Record

Date: 01-08-2025

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 Resolution #2025-01 Appropriate Conflagration Funds as presented:

\$19,706.65 (4710) received from the State of Oregon to the following accounts:

\$10,000.00 to Staff Overtime (Account 5570)

\$ 4,000.00 to PERS (Account 5720)

\$ 4,706.65.00 to Apparatus Repairs (Account 6810)

\$ 1,000.00 to Equipment Testing (Account 6890)

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

RESULTS

PASSED	FAILED
X	

NORTH LINCOLN FIRE & RESCUE DISTRICT #1

Motion #5 and Voting Record

Date: 01-08-2025

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

MOTION: To approve Resolution #2025-02 Appropriate Grant Funds as presented: \$2,500.00

received from SDIS (4600) to Repair & Maintenance All Stations (Account 6679).

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

RESULTS

PASSED	FAILED
X	

NORTH LINCOLN FIRE & RESCUE DISTRICT #1

Motion #6 and Voting Record

Date: 01-08-2025

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 updated Auto Aid Agreement with Depoe Bay Fire as presented.

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

RESULTS

PASSED	FAILED
X	

NORTH LINCOLN FIRE & RESCUE DISTRICT #1

Motion #7 and Voting Record

Date: 01-08-2025

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 a purchase order for \$2 million dollars plus a 10% contingency fund for the purchase of a new ladder truck.

	FOR	AGAINST	ABSTAINED	COMMENTS
Oksenholt	X			
Beatty	X			
Creighton	X			
Wright	X			
Drayton				Not present for the vote

RESULTS

PASSED	FAILED
X	

NORTH LINCOLN FIRE & RESCUE DISTRICT #1

Motion #8 and Voting Record

Date: 01-08-2025

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

MOTION: To approve adjourning the meeting at 5:32 p.m.

	FOR	AGAINST	ABSTAINED	COMMENTS
Oksenholt	X			
Beatty	X			
Creighton	X			
Wright	X			
Drayton				Not present for the vote

RESULTS

PASSED	FAILED
X	