North Lincoln Fire & Rescue District #1

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Board of Directors Meeting Minutes
October 14, 2026

*****APPROVED*****

The following people attended the meeting:

Board Members: President Tim Beatty, Vice President Dan Drayton, Secretary/Treasurer Nancy Oksenholt, Member Jerry Warner

Staff: Fire Chief Rob Dahlman, Deputy Chief David Bickerdyke, Deputy Chief/Fire Marshal Cody Heidt, Administrative Assistant Sarah Lewis, Accounting Specialist Dorothy Kowarko

Guests: Chris Peterson

GoToMeeting: Michael Miller

Regular Board Meeting

Board President Tim Beatty called the Board of Directors meeting to order at 4:01 p.m. All present stood to recite the Pledge of Allegiance, followed by roll call for Board attendance: Tim Beatty, Dan Drayton, Nancy Oksenholt, and Jerry Warner were present. Afterwards, President Beatty asked if we had received any public comments by phone, mail, or email; one thank you letter had been received. Crook County Fire & Rescue Board of Directors extended its thanks to North Lincoln Fire & Rescue for its service during the Rowe Creek Complex fire. The letter was passed around the table.

Approval of Minutes

9/09/2026 Board Minutes

The Board Minutes from 9/09/2026 were presented for review.

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

Review of Financial Statements

Banking

Board Secretary/Treasurer Nancy Oksenholt confirmed that she had reviewed this month's Banking Reconciliations and completed the audit as well.

Monthly Financial Reports

Chief Dahlman said we are approximately 25% through the budget year. Interest rates are going up; LGIP interest rate went up 0.01 %. Chief Dahlman said the check from GovDeals will come in soon for $15,000. This was for the surplus sale of the 2007 Dodge R25. We have already collected $45,000 for the sale of the 2003 Ford FD5 brush truck. Conflagration money is also coming in.

As far as expenditures are concerned, ambulance coverage for our volunteers has been paid for the year. Due to overtime costs being at 72.92%, the district is putting a pause on filling overtime shifts and minimum staffing. Chief Dahlman said he for sees this for the next couple of months. Our overtime budget for the year is $480,000 and we increased by over $60,000 from last year. If we take all the overtime that we are going to be reimbursed for from the State of Oregon, that will add $276,000 dollars. With that, our current expenditure would still be about 21% higher than what it should be. Our union contract says if we go over 6%, then we can pause the minimum staffing. Chief Dahlman said he sent the union a letter saying this is what is necessary to get this under control. Other expenditures that are high, such as software programs, are due to paying in advance for the year.

Chief Dahlman said if you look at the bottom line on page 8, total public safety expenditures are at 28.46% for the year.

There were no further questions regarding the financial reports.

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

3rd Quarter QuickBooks Audit Report

Board Secretary/Treasurer Nancy Oksenholt and Accounting Specialist Dorothy Kowarko, reviewed the 3rd quarter QuickBooks audit together. Mrs. Oksenholt said they looked at credit card statements (including transactions and receipts), all monies coming in and out, and all transfers and checks.
Board President Tim Beatty thanked them for them time going over the audit.

Budget

None

Old Business

None

New Business

Item #1 – Resolution 2026-12 – Appropriate Conflagration Funds

Board member Dan Drayton asked where the $0.34 cents went when looking at the final list of appropriated funds. Chief Dahlman explained it has been past practice to round the figure. They don't deal with cents, and that $0.34 cents just ends up in the ending fund balance.

There were no further questions or discussion.

Dan Drayton made a motion to approve the appropriated conflagration funds as presented; Nancy Oksenholt seconded the motion. A roll call vote was taken: Oksenholt – yes, Beatty – yes, Creighton – Absent, Warner – yes, and Drayton – yes. The motion passed.

Item # 2 – Review Fee Schedule

Chief Dahlman said we will be looking at the fee schedule next month, so this is a preview of some of the changes. It is our policy to review the fee schedule every two years and we are about four months behind on that. Chief Dahlman said that Deputy Chief Heidt spent a lot of time reviewing what other districts charge for inspections. On page one the language was changed for Fire/Medical False Alarms because OSFM's fee is based on volunteer fees and not career staff. The equipment fee schedule listed on page three is the same as OSFM and FEMA's equipment fee schedule. As far as personnel fees, $120/hour is what the Oregon State Fire Marshal's office charges for a Fire Chief. The Deputy Chief's rate is based off that as well. Other career staff numbers are an average of what they are all making because they do not all make the same amount. Chief Dahlman said we are adding fire service contracts for those who are out of our district and want coverage. Chief Dahlman asked the Board to look over the fee schedule and let him know if they have any changes they want to make. The fee schedule will be adopted on a later date.

Item # 3 – Resolution 2026-13 – Appropriate Income from Accounting Services

Chief Dahlman said per the auditors, this is just a one-time resolution and does not need to be done every month.

President Beatty asked if everyone had a chance to review Resolution 2026-13 and everyone had.

There were no questions on Resolution 2026-13.

Nancy Oksenholt made a motion to approve the appropriated accounting income as presented; Dan Drayton seconded the motion. A roll call vote was taken: Oksenholt – yes, Beatty – yes, Creighton – Absent, Warner – yes, and Drayton – yes. The motion passed.

Item # 4 – Resolution 2026-14 – Appropriate Conflagration Funds

There were no questions or discussions on Resolution 2026-14.

Jerry Warner made a motion to approve the appropriated conflagration funds as presented; Dan Drayton seconded the motion. A roll call vote was taken: Oksenholt – yes, Beatty – yes, Creighton – Absent, Warner – yes, and Drayton – yes. The motion passed.

Local Union 5169 Report

There was no Local Union 5169 Report.

Committee / Staff Reports

Chief Dahlman said the first report in the packet is the minutes from the Volunteer Association meeting, which is a quarterly meeting. The second report is the minutes from the monthly Safety Committee.
There were no questions on either Deputy Chief's report.

Fire Marshal
Some highlights from DC Heidt's report are below:

- 59 inspections completed in September
- 9 plans approved
- No Fire Investigations in September
- 9/3 – Captains Meeting
- 9/8 – Defensible Space Assessment
- 9/9 – Two interviews (Firefighter/Engineer)
- 9/11 – 9/11 Memorial Climb
- 9/14-17 – IAAI Training – Newport
- 9/18 – YFSI conducted x 2
- 3 cadets in the program with three spots still open

Training
Some highlights from DC Bickerdyke's report are below:

- 413 training hours in September
- Crew Training Assignment's; 3 hrs. EMS (Pediatric and Adult Poisoning), 3hrs. Fire Behavior, 2hrs Salvage and Overhaul, 1 hr. Sprinkler and Fire Control Systems and 2 hrs. Fire Attack with Standpipes.
- All Firefighter recruits are progressing well. Task books and applications are complete. Certifications will be submitted as soon as fingerprints are submitted. Driver certifications are 90%.

- Certifications Received:
  Sirinarayan Khalsa – NFPA Firefighter I
- Ladder 16 delivered on 8. Push in ceremony scheduled during open house. Equipment outfitting takes place on arrival. Training with Pierce representative scheduled for 10/26, 10/27 & 10/28. Truck in service date: ASAP

Chief's Report

Some highlights from Chief Dahlman's report that are included in the Board packet:

- Ambulance Transports:
  - 14 ambulance transports in September (7 of them interfacility transfers)
  - Ambulance transport dollars received FY 2026/2027 are $19,441
  - Tactical Billing has 44 transports with billing in process
  - All FY 24-25 accounts have been closed out. FY 25-26 pending 23 accounts ($27,365)

- Notable Monies Received:
  - $ 9,080 Ambulance Collections
  - $ 420 CPR Classes
  - $45,085 Surplus Sold and collected
  - $ 3,100 STR Inspections
  - $ 585 MVA Charges
  - $ 904 Plan Review fees

- Important Building and Equipment Maintenance:
  - Contract signed for replacement generator at Station-16. We are looking at a window of 18-22 weeks build time, followed by shipping and installation. The company is called Generac, and they do both sales and service. We will also rent a temporary trailer through the winter from them. Set up and wired, it will cost $1,500 per month. The new generator will be 80 kw as opposed to the old one at 60 kw. The 60 kw unit could not handle the whole building, but Station-14 has an 80 kw, and it runs the whole building.

- Vehicle Sales and Purchases
  - Old B-16 sold on Brindlee Mountain website for $45,000. We pay them a commission.
  - Old R-12 sold on GovDeals for $15,000.
  - The new ladder truck is here. It is being outfitted here, and Pierce will be here for training during the last week in October. The hope is to have it ready by December 1st.

- Alarm Responses:
  - September 2026, there were 271 alarm responses. Last year in August of 2025, we responded to 308 alarms. This is a decrease of 14% from September last year. For the entire year of 2026, we have responded to 2547 alarms. In 2025 we responded to 2646, for a decrease of 4% from year to year.

- Fire Incidents – last month high acuity incidents:
  - Significant head trauma from a fall off a ladder in Otis. Life Flight was utilized.
  - Boat rollover at the mouth of the Siletz. The boat ended up out on the spit.

- Personnel and Hiring:
  - We have 16 volunteers in the first year of training. Two of them are water rescue only. The current roster has 31 active volunteers, 4 support volunteers, and 4 cadets. One cadet has graduated from high school and is now a volunteer FF.
  - 3 people have completed their three drills to get to know us before applications are accepted. This works well as we have also lost a couple who have not met this requirement.
  - We hired David Salazar for a full-time FF/EMT position.
  - Amanda Hankins has taken David Salazar's place in filling in for Trent Rainforth.
  - Gentry Daniels resigned for a full-time position. We hired Alexis Freeman for a temporary full-time position. We are hoping to have her on board before the end of the month.
  - We are advertising and accepting applications for a full-time Captains position in anticipation of Captain Horning leaving end of December. Both internal and external are being considered. As of now, we have 2 internal and 3 external applications turned in.

- Accounting Project:
  We have 4 signed IGA's for accounting services. Depoe Bay and Nestucca are active. Sheridan and SW Polk are ready when needed. The first month we billed out $9,822 for accounting services.

- Conflagrations:

● East Evans Creek Fire	$228,989	Received
● Brewer Fire	$108,039	
● Akawa Butte Fire	$144,477	
● Bench Fire	$73,150	
● Douglas County Pre-position	$15,243	Received
● Wright Springs Fire	$114,017	Received

- District Motto:
  - "Community Focused / Mission Driven"

- FYI Information:
  - County wide Burn Ban with ODF in effect until October 15th.
  - Station-12 lighted sign installation is scheduled for mid-November. Bob Schroeder has removed the old sign and concrete, and we are getting ready for electrical work.
  - A new order has been placed for turnouts to replace expiring ones. We are using a different vendor and got 8 instead of 7. All must be NFPA Standards and will cost $26,500.
  - The city received a permit from OPRD and removed wood debris from SW 51st Street. WE assisted with pedestrian management. They got as much wood as the permits would allow in two days. We will be writing a follow-up letter to OPRD stating concerns and their lack or formulating a plan. We will get guidance from the Oregon

State Fire Marshals and Oregon Department of Forestry if the 2nd letter to OPRD doesn't work.
- Crosswalk with center refuge is going to be installed at NW 26th and Hwy 101.
- State Homeland Security Grant FY 26/26 equipment purchased and submitted RFR.
- Applied for the 2026 AFG grant to replace our mobile radios that are 20+ years old.
- Applied for 2026 ODF/VFC Grant, 50/50 split of $15,000. That decision has been delayed.
- Resiliency Hub 20' container package delivered to Station 16. We are working on electrical connection barriers for the propane tank. Its contents are valued at $140,000 and whatever we use, they will replace.
- City has put up a new pole for Tsunami siren at Station-16. They are removing the old pole and siren. This new siren has not been installed yet.
- In discussion with our EMS billing company for a treat and no transport billing. This will mirror our MVC billing. Many insurance companies are paying for this option.
- Open house at Station 16 on October 10th. We had a push in ceremony for the new fire truck. The EMR class was checking people's blood pressure, and it was very well attended.
- Writing a LOSAP Policy for review and approval (we've never had one before).
- Next month you will see a revised ordinance and fee schedule with a scheduled public hearing.
- The Strategic Plan group has met. They will be getting a draft of the plan at the next meeting on October 22nd. It will be presented to the Board at the November meeting.
- LGIP interest came up 0.01%.

There were no further questions on Chief Dahlman's report.

Upcoming District / Board Member Activities

- October 31st – On Halloween volunteers will be handing out candy at the outlet mall and at Station 14.

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; Dan Drayton seconded the motion. A roll call vote was taken: Oksenholt – yes, Beatty – yes, Creighton – Absent, Warner– yes, and Drayton - yes. The motion passed.

The meeting was adjourned at 5:08 pm.

The Minutes were taken, transcribed, and submitted by Sarah Lewis, Administrative Assistant. The next meeting is scheduled for Wednesday, November 11, 2026 at 4:00 p.m. at the Bob Everest Fire Station located at 2525 NW Hwy. 101 in Lincoln City, Oregon.