



North Lincoln Fire & Rescue District #1

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Board of Directors Meeting Minutes February 11, 2026

***** APPROVED*****

The following people attended the meeting:

Board Members: Vice-President Dan Drayton, 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 Sarah Lewis

Guests: Douwe de Boer, John Sims

GoToMeeting: None

Vice President Dan Drayton 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: Dan Drayton, Nancy Oksenholt, Eric Creighton, and Jerry Warner were all present. Afterwards, Vice President Drayton asked Chief Dahlman if he had received any public comments by phone, mail, or email; Chief Dahlman said he had not.

Executive Session

Vice President Dan Drayton called the Executive Session to order at 4:01 p.m.

An Executive Session was called to order as authorized by:

ORS 192.610 (d) To conduct deliberations with persons designated by the governing body to carry on labor negotiations.

The Executive Session was closed at 4:11 p.m.

Approval of Minutes

1/14/2026 Board Minutes

The Board Minutes of 1/14/2026 were presented for approval.

It was noted that the date on the minutes needed to be changed from 2025 to 2026.

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

Review of Financial Statements

Banking

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

Financial Statements

The Board reviewed the monthly financial statements. We are 58.3% into the fiscal year. Medical costs are high due to bringing on twelve new volunteers. The HRA/VEBA is at 97% because it has been paid out for the year. The cost of the audit came in higher than expected, so that is at 113%. As noted previously, the Delake station is over due to the water heater and furnace replacement. The Otis station is high due to the roof repairs. Apparatus and vehicle fuel is at 67%. Hoping fuel costs will start to decrease. Public Safety Expenditures are at 41%, however next month a large portion will come out for the ladder truck payment. There were no questions on the financial statement.

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

Budget

Item #1 – Appoint a Budget Officer

The Board discussed the appointment of a Budget Officer. This role is often taken on by the secretary/treasurer. Nancy Oksenholt agreed to the appointment as Budget Officer.

Jerry Warner made a motion to appoint Nancy Oksenholt as the Budget Officer; Eric Creighton seconded the motion. A roll call vote was taken: Oksenholt – yes, Creighton – yes, Warner – yes, and Drayton – yes. The motion passed.

The first budget meeting is April 15th.

Old Business

None.

New Business

Item #1 – Resolution #2026-03 – Appropriate Donation Funds

The Board reviewed Resolution #2026-03, to Appropriate donation funds into account #7475-PPE and Safety Equipment. The District received an anonymous donation for \$30,000 for the purchase of turnouts.

Nancy Oksenholt made a motion to approve Resolution #2026-03 as presented; Eric Creighton seconded the motion. A roll call vote was taken: Oksenholt– yes, Creighton – yes, Warner – yes, and Drayton – yes. The motion passed.

Item #2 – Resolution #2026-04 – Appropriate Donation Funds

North Lincoln Fire & Rescue #1 received a donation from North Lincoln Medical District in the amount of \$25,520.00 (4950) for the purchase of medical equipment. The Board members reviewed Resolution #2026-04, to appropriate the transfer of \$22,520.00 of this donation to account (6842) – Medical Supplies.

Jerry Warner made a motion to approve Resolution #2026-04 as presented; Eric Creighton seconded the motion. A roll call vote was taken: Oksenholt– yes, Creighton – yes, Warner – yes, and Drayton – yes. The motion passed.

Item #3 – Resolution #2026-05 – Appropriate Insurance Claim Funds

The Board reviewed Resolution #2026-05 to appropriate \$8,622.60 (4970) from Special Districts Insurance Services for a claim filed, into the following:

\$3,173.00 of the funds will be appropriated to account (6810) – Apparatus Repair and Maintenance (521.66 2012 Dodge)

\$5,450.00 of the funds will be appropriated to account (6670) – Building Maintenance & Repairs (6672 Delake Station 15)

For the fiscal year ending 6/30/2026.

Nancy Oksenholt made a motion to approve Resolution #2026-05 as presented; Eric Creighton seconded the motion. A roll call vote was taken: Oksenholt– yes, Creighton – yes, Warner – yes, and Drayton – yes. The motion passed.

Item # 4 – Resolution #2026-06 – Appropriate In-Kind Donation

The Board reviewed Resolution #2026-06, to appropriate \$100,400 from an in-kind donation to Capital Outlay: Buildings & Improvements – Taft parking lot improvements (account 7700). The district received an in-kind donation from Morris Excavation in the amount of \$100,400 (account 4592) designated as parking area rocks, grubbing trees and brush, dry well, and material management. This in-kind donation was dated December 29, 2025.

Jerry Warner made a motion to approve Resolution #2026-06 as presented; Nancy Oksenholt seconded the motion. A roll call vote was taken: Oksenholt – yes, Creighton – yes, Warner – yes, and Drayton – yes. The motion passed.

Item #5 – Resolution #2026-01 – Appropriate Refunded Money (Amended)

The Board reviewed Resolution #2026-01 (amended). The district received \$1,621.38 (8015) from Cascade Rescue Company for a returned purchase on a district credit card. The funds will be appropriated as follows for the fiscal year ending 6/30/2026:

\$1,632.00 shall be appropriated to Fire Equipment (Account 8780)

Nancy Oksenholt made a motion to approve Resolution #2026-01 as presented; Jerry Warner seconded the motion. A roll call vote was taken: Oksenholt – yes, Creighton – yes, Warner – yes, and Drayton – yes. The motion passed.

Local Union 5169 Report

Local Union 5169

- No report was received.
- Jon Sims did mention they have four union members who will be doing the Seattle Stair Climb fundraiser on the 9th of March. Chief Dahlman said the district will be supplying air packs and gear. They can even help with transportation up to Seattle if needed.

Committee / Staff Reports

Safety Committee Meeting

- The Minutes of the January 19, 2026 meeting were included.

Training

Some highlights from DC Bickerdyke's report are below:

- January training hours – 760
- Crew Performance Standard training – 90 second structure fire response
- Certifications received – Amanda Hankins (NFA Common Passenger Vehicle Rescue – operations) & NFA Common Passenger Vehicle Rescue – Technician
- 2026 Firefighter 1/ Support Person Academy underway with class two evenings per week. There are 8 students enrolled in Firefighter 1, and 4 enrolled in the NFA Support Person. Classes are going well and student morale is high.

Fire Marshal

Some highlights from DC Heidt's report are below:

- 84 inspections in January
- 1 Fire Investigation – Game Over Arcade
- 1 plan approved
- Youth in Fire Service Program – 4 cadets and 2 working on paperwork

Chief's Report

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

- EMS report:
 - 8 ambulance transports in January (1 of them an interfacility transfer).
 - FYI, \$77,050 Ambulance transport dollars received FY 25-26 budget year.
 - Tactical Billing has 44 transports with billing in process.
 - Audit done on FY 24-25 accounts. Working on balances of \$7,116 still owed.

- Notable Monies Received:
 - \$ 6,620 Ambulance collections
 - \$ 5,600 STR Inspections
 - \$ 3,145 MVA Charges
 - \$ 2,360 Physical Reimbursements
 - \$ 1,000 Plan review fees

- Building and Equipment Maintenance:
 - Drill tower roof replaced contract signed (\$11,946). The roof hatch is being cleaned and galvanized, with new latch purchased (\$500).
 - Medic 16 was repaired and back in service. B-16 was repaired and is now broken again.
 - Researched permitting from county and ODOT on a new sign for Station 12. Getting a quote from Foress Sign. Looking into internet capability to change message board.

- Vehicle Sales and Purchase:
 - New Brush Truck updated completion to end of April or early May.
 - Ladder truck has not yet started production. Expect payment request for chassis next month. No other issues found in engineering.

- Alarm Responses:
 - 272 alarm responses in January 2026. In January of 2025 we responded to 289 alarms. This is a decrease of 6.5 % in January from the previous year.
 - We are unable to have a call sheet for the month of January due to the NERIS change over.

- Fire Incidents:

Last month high acuity incidents:

 - Structure Fire Modlin Ln
 - Structure Fire “Game Over” NW Hwy 101
 - Vehicle Fire Drift Creek Camp Rd

- New IT Provider:
 - Boar computers are updated and configurations completed. One hard drive needed replacement.
 - They identified one of the computers at Station 16 to be at end of life. They are unable to install updates, and it is a security risk. A replacement was authorized at \$1,100 and will be shipped along with the Board laptops.

- Personnel and Hiring:
 - 1 FTE on probation. All hiring lists have expired.

- We have 15 volunteers in the first year of training. One of them is water rescue only. The roster has 28 active firefighter volunteers, plus 4 support volunteers.
- 12 people are attending the Academy; 8 Firefighters and 4 FF Support.
- The youth cadet program started with 4. There will be 2 more joining after basketball season.
- District Motto:
“Community Focused / Mission Driven”
- FYI:
 - We had to update our SEL 805 form due to captioning being over by one word and not meeting the ORS for “renewal” language. It has been published for ballot title by the county.
 - Updating our Fire/EMS reporting system to NERIS has been a challenge.
 - Byran Fitzsimmons sold his accounting business. No changes on the horizon.
 - Hospital District funds (\$25,520) were spent on two Public Access AED’s, pediatric equipment and training aids.
 - The State Homeland Security Grant is still on hold with the state. This grant would include 40 tourniquets for CERT, and 10 Ballistic Helmets for active threat PPE.
 - No word yet on the AFG grant For turnouts (\$103,000).
 - The SCBA Compressor at Station 16 is repaired and back in service.
 - The ODF/VFC equipment grant purchasing has begun.
 - Working on the FY 26-27 budget, with requests coming in.
 - The Urban Renewal District report was received for the 24-25 fiscal year, with \$43,045 from NLFR.
 - February 28th is the Awards Banquet; located downstairs at the Chinook Grill.
 - FD mailer going out the week of April 16th.
 - April 25th is the open house at Station 14. This will also include graduation for the recruit class.
 - May 18th is the Levy election.
 - A Donation Policy adoption is recommended by the Auditor and Accounting.
 - Service for Fire Marshal Ed Ulrich is Sunday, February 15th from 1-3 pm, at the McMinnville Air Museum. Mr. Ulrich was an Air Force Veteran and the Honor Guard will be there.

Chief Dahlman said that NERIS has not put together the reports yet. Cody and Sarah will be attending a NERIS training on February 19th and will ask when the reports will be available.

For the Good of the Order

None.

Call for General Public Comments for Non-Agenda Items

None.

Nancy Oksenholt made a motion to adjourn the meeting; Jerry Warner seconded the motion. A roll call vote was taken: Oksenholt – yes, Creighton – yes, Warner – yes, and Drayton yes. The motion passed and the meeting was adjourned at 4:53 p.m.

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