

NORTH LINCOLN FIRE & RESCUE DISTRICT #1

**Board of Directors Meeting – Minutes
April 12, 2023**

***** APPROVED *****

		<u>Attendance:</u>		
Board Members:	Staff:		Guests:	
#1 – Nancy Oksenholt	Fire Chief Rob Dahlman		Brandon Lauritzon – NLFR	
#2 – Tim Beatty	Office Admin/HR Krista Bond		Bryce Estabrook	
#3 – Alan Lee	Deputy Chief Doug Strange		Kylie Estabrook	
#4 – Jamie Wright	Fire Marshal Cody Heidt		Dan Sparrow – NLFR	
			Arturo Aguilar – NLFR	
			Nick Robinson – DBF	
			Patrick Ganz – DBF	
			Alex Nelson – DBF	
			Beau Brenneman – NLFR	
			Jeremy Neel - NRFPD	
			Ren Johnson – DBF	
			Logan Richards – DBF	
			Whitney Warren – NLFR	
			Gunnar Lundeen – NRFPD	
			Bryan Daniels – DBF Chief	
			Rick DeJager – NLFR	
			Nick Wettlaufer - NLFR	
			<i>GoToMeeting:</i>	
			Brian Nordyke	
			Engine 16 crew – NLFR	
			Rymer Hoey Local 5169 – NLFR	
			Sam Local 5169 – NLFR	
			Engine 14 crew – NLFR	
			Shane Chaffee – NLFR	

Board President Alan Lee 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. President Lee then asked Chief Dahlman if he had received any public comments prior to the meeting and Chief Dahlman replied that he had not.

EXECUTIVE SESSION

Board President Alan Lee called the Executive Session to order at 4:01 p.m.

An Executive Session was called to order as authorized by:

ORS 192.660 (h) to consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed, AND;

ORS 192.660 (b) to consider the dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent who does not request an open hearing, AND;

ORS 192.660 (d) to conduct deliberations with persons designated by the governing body to carry on labor negotiations.

The Executive Session was closed at 5:08 p.m.

Approval of Minutes

3/8/2023 Board Minutes

The Board Minutes of 3/8/2023 were presented for approval.

Tim Beatty made a motion to approve the Minutes as presented; Jamie Wright seconded the motion. The motion passed. **(See Motion #1)**

Review of Financial Statements and Payment of Bills

Financial Statements

The Board reviewed the monthly financial statements.

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

Payment of Bills

The bills were presented for payment.

Jamie Wright made a motion to approve payment of the bills as presented; Nancy Oksenholt seconded the motion. The motion passed. **(See Motion #3)**

Budget

The Budget meeting is scheduled for April 19th at 4 p.m. at Station 14.

Old Business

None.

New Business

Item #1 – Length of Service Awards Program (LOSAP)

The LOSAP reports for the months of January, February, and March 2023 were presented to the Board for view and approval. The check for \$6,219 will be paid with the

April mid-month bills and approved with the Payment of Bills during the May Board meeting.

Tim Beatty made a motion to approve the LOSAP reports as presented; Nancy Oksenholt seconded the motion. The motion passed. **(See Motion #4)**

Item #2 – Purchasing of two new computers from GenXSys Solutions LLC

Chief Dahlman sought authorization from the Board to purchase two new computers from GenXSys Solutions LLC to replace the computers in DC Strange's office and at Station 16. He had not yet received pricing from GenXSys but anticipates them costing about \$1,200 each. He asked the Board to approve the purchase of the two computers at a total cost of no more than \$3,000.

Tim Beatty made a motion to approve the purchase of the two new computers at a total cost not to exceed \$3,000; Nancy Oksenholt seconded the motion. The motion passed. **(See Motion #5)**

Committee / Staff Reports

Fire Marshal

The Fire Marshal's report was included.

Safety Committee

The Minutes from the March 20, 2023 meeting were included.

Training

- Fire – 9 hours
- EMS – 3 hours

Active Shooter Drill - there was a good response from NLFR members and it was a valuable training experience. Future active shooter drills will involve NLFR and LCPD only; they probably won't be held in the schools, but possibly the Chinook Winds Casino Resort.

Chief's Report

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

- EMS report:
 - 5 transports in March (1 was interfacility to PDX)
 - 73 transports in some level of billing with PWA
 - Ambulance transport dollars received FY 22/23 is \$55,381
- Monies received:
 - \$ 846 EF Recovery

- \$ 2,029 Ambulance collections
- \$ 1,000 Pacific Corp Donation (NLFR Volunteer Matt Diaz is a Pacific Power employee)
- \$ 2,300 Plan review fees

- Building and Equipment Maintenance:
 - Bob is working on landscaping and spring cleaning between rainstorms. Vinyl flooring at Station 15 installed.
 - E-14 is still having issues, we have spent just under \$20,000 on it so far. E-142 is also having issues.

- Alarm Responses:

247 calls in March of this year, down 17% from last March's 289 calls. So far in 2023, we have responded to 781 alarms compared to the 838 calls this time last year, for a decrease of 7%.

- Urban Renewal:

Monday night the City Council voted on a new map showing boundary line changes that include more property. After the meeting, fourteen 23rd St. property owners sent letters wanting out of the Urban Renewal District (URD). Estimated tax impact to NLFR is \$6,341,159 loss over the life of the URD; the impact from Roads End is a revenue loss of 4.8 million, which all together would take 11 million dollars away from the Fire District over the next 25 years. To try to offset these losses, the District would like to negotiate with the City to:

 - Shorten the timespan from 25 to 15 years
 - Remove high value properties from the URD
 - Provide their dispatch services for free – we currently pay \$55,000 annually and the cost goes up 4% every year.

- Grant applications:
 - 2022-23 SDAO Safety and Security \$5,000 grant for security lighting at Stations 12, 13, and 17 – we have a contractor and he will complete the work in the next 30 days.
 - OSFM Tender Request – we were awarded a 2000 gallon “tactical” water tender with wildland supplies, should receive toward the end of the year. The State pays the maintenance costs for three years.
 - Application made for 50/50 matching grant with the County for disaster preparedness (\$2,500). If successful, we will purchase three more Jackery Solar power units to distribute to stations – they are used for medical devices when power is out for an extended period of time.

- Bond Purchases:
 - The ambulance will be completed and ready to pick up May 2nd. We are currently purchasing State-required equipment to outfit the unit.

- Personnel and Hiring:
 - We made two job offers for Entry Level Firefighters, one of them starts May 8th.
 - Captains testing completed, three new captains sworn in at the Awards Banquet. The other three who tested will take on Acting In Capacity (AIC) status.

- Two Volunteers are in first-year training. We have 19 active Volunteers on the roster, two new applicants having physicals done.
- Surplus Property:
 - The Engine and eight sets of expired turnouts will be going to Mexico. Bob will drive them to Woodburn; we received \$10,000 for the engine.
- Casino Relationship:
 - FM Heidt is working with them on the June fireworks.
 - FF/EMT Schroeder will be teaching an EMS class to their security staff.
 - The General Manager will be asking Tribal Council for an increase in what they give the District, and we'll work on a Memorandum of Understanding (MOU).
- Out-of-District Properties:
 - We've heard nothing further regarding the Roads End properties. We have three contracts there and one with a property owner on Siletz Hwy.
 - SB1068 is moving forward, is in Committee. FM Heidt wrote a letter of support.
- Budget Process:
 - The 2023-24 Budget is completed, and copies sent to the Budget Committee and Board members. Copies are available to the public at our office, it has also been put on our website.
- FYI Information:
 - CERT Garage Sale will be held at Station 14 on Friday and Saturday, April 14th and 15th.
 - The Awards Banquet went well, and we received positive feedback. We will start planning earlier next year.
 - First Responder Luncheon will be held at the Beach Club on April 20th. Hosted by the Kiwanis, we have four spots – will send the on-duty crew.
 - Special Districts 2023 Best Practices Program is available. Compliance gives the District a 10% discount on insurance; this is the administrative staff's responsibility this year.
 - Pacific Corp. class action lawsuit for Echo Mountain Complex Fire – Chief Dahlman will be testifying on behalf of the plaintiffs on May 1st in Multnomah County.

For the Good of the Order

None.

Call for General Public Comments for Non-Agenda Items

- *NLFR Firefighter/EMT Brandon Lauritzon acting in his capacity as Local 5169 Vice-President:*

He spoke in support of former NLFR Firefighter/Paramedic Bryce Estabrook, who had been put on administrative leave and was consequently terminated from employment with the District. FF Lauritzon provided the Board with letters from other Local 5169 members in support of Bryce Estabrook as well as his own that he read from.

Tim Beatty made a motion to adjourn the meeting; Nancy Oksenholt seconded the motion. The motion passed and the regular session was adjourned at 5:50 p.m. (**See Motion #6**)

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

NORTH LINCOLN FIRE & RESCUE DISTRICT #1

Motion #1 and Voting Record

Date: 4-12-2023

Motion Made By:		Motion Seconded By:	
	Nancy Oksenholt		Nancy Oksenholt
X	Tim Beatty		Tim Beatty
	Alan Lee		Alan Lee
	Jamie Wright	X	Jamie Wright
absent	Dan Drayton	absent	Dan Drayton

MOTION: To approve the Minutes of the March 8, 2023 Board meeting as presented.

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

RESULTS

PASSED	FAILED
X	

NORTH LINCOLN FIRE & RESCUE DISTRICT #1

Motion #2 and Voting Record

Date: 4-12-2023

Motion Made By:		Motion Seconded By:	
X	Nancy Oksenholt		Nancy Oksenholt
	Tim Beatty		Tim Beatty
	Alan Lee		Alan Lee
	Jamie Wright	X	Jamie Wright
absent	Dan Drayton	absent	Dan Drayton

MOTION: To approve the monthly financial reports as presented.

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

RESULTS

PASSED	FAILED
X	

NORTH LINCOLN FIRE & RESCUE DISTRICT #1

Motion #3 and Voting Record

Date: 4-12-2023

Motion Made By:		Motion Seconded By:	
	Nancy Oksenholt	X	Nancy Oksenholt
	Tim Beatty		Tim Beatty
	Alan Lee		Alan Lee
X	Jamie Wright		Jamie Wright
absent	Dan Drayton	absent	Dan Drayton

MOTION: To approve the payment of the bills as presented.

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

RESULTS

PASSED	FAILED
X	

NORTH LINCOLN FIRE & RESCUE DISTRICT #1

Motion #4 and Voting Record

Date: 4-12-2023

Motion Made By:		Motion Seconded By:	
	Nancy Oksenholt	X	Nancy Oksenholt
X	Tim Beatty		Tim Beatty
	Alan Lee		Alan Lee
	Jamie Wright		Jamie Wright
absent	Dan Drayton	absent	Dan Drayton

MOTION: To approve the LOSAP reports for the months of January, February, and March 2023 as presented.

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

RESULTS

PASSED	FAILED
X	

NORTH LINCOLN FIRE & RESCUE DISTRICT #1
 Motion #5 and Voting Record
 Date: 4-12-2023

Motion Made By:		Motion Seconded By:	
	Nancy Oksenholt	X	Nancy Oksenholt
X	Tim Beatty		Tim Beatty
	Alan Lee		Alan Lee
	Jamie Wright		Jamie Wright
absent	Dan Drayton	absent	Dan Drayton

MOTION: To approve the purchase of two new computers at a cost not to exceed \$3,000.

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

RESULTS

PASSED	FAILED
X	

NORTH LINCOLN FIRE & RESCUE DISTRICT #1
 Motion #6 and Voting Record
 Date: 4-12-2023

Motion Made By:		Motion Seconded By:	
	Nancy Oksenholt	X	Nancy Oksenholt
X	Tim Beatty		Tim Beatty
	Alan Lee		Alan Lee
	Jamie Wright		Jamie Wright
absent	Dan Drayton	absent	Dan Drayton

MOTION: To approve adjourning the meeting at 5:50 p.m.

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

RESULTS

PASSED	FAILED
X	