

NORTH LINCOLN FIRE & RESCUE DISTRICT #1

**Board of Directors Meeting – Minutes
June 14, 2023**

***** APPROVED *****

<u>Attendance:</u>		
Board Members:	Staff:	Guests:
#1 – Nancy Oksenholt	Fire Chief Rob Dahlman	Jennifer Rayburn – NLFR
#2 – Tim Beatty	Office Admin/HR Krista Bond	Hunter Pariani – NLFR
#3 – Alan Lee	Admin Assistant KrieAnn Kudar	Kenny Banner – NLFR
#4 – Jamie Wright	Deputy Chief Doug Strange	Brandon Lauritzon – NLFR
#5 – Dan Drayton	Fire Marshal Cody Heidt	Shane Chaffer – NLFR
		Trent Rainforth – NLFR
		<i>GoToMeeting:</i>
		Bryan Daniels – DBF Chief
		Nick Wettlaufer – NLFR

Board President Alan Lee opened the Budget Hearing at 4:01 and asked for Public Comments. There were none and the Budget Hearing was closed at 4:02 p.m.

President Lee called the Board of Directors to order at 4:02 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 received a thank you for the beach fire and also for the Agnes Creek fire. Board director Nancy Oksenholt thanked the previous day’s crew for their response to an incident where she had been present.

EXECUTIVE SESSION

Board President Alan Lee called the Executive Session to order at 4:05 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.

The Executive Session was closed at 4:50 p.m.

Approval of Minutes

5/10/2023 Board Minutes

The Board Minutes of 5/10/2023 were presented for approval.

Dan Drayton 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. At 96.1% of the way into the fiscal year, we are at 79.3% of the budget.

The auditing firm of Pauly Rogers recommended that a section be added as a permanent part of the agenda where the Board Secretary/Treasurer would confirm that they had reviewed the bank reconciliations.

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

Payment of Bills

The bills were presented for payment.

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

Budget

None.

Old Business

None.

New Business

Item #1 – Resolution #2023-04 Adopting the 2023-2024 Budget

The Board reviewed Resolution #2023-04 to adopt the budget for fiscal year 2023-2024 in the amount of \$10,191,778.

Dan Drayton made a motion to approve Resolution #2023-04 as presented; Nancy Oksenholt seconded the motion. The motion passed and the Resolution was signed. **(See Motion #4)**

Item #2 – Discussion of Workshop Session with City of Lincoln City

The Board presented Chief Dahlman with a list of topics they would like to be addressed at workshops between the City and the District. To be included:

- Lower Dispatch fees (we store their vehicles, provide parking at Station 15, and do DUI blood draws upon request, have taught CPR classes to them). Perhaps transient room tax could be used to pay the Dispatch fees.

- Hydrants
- Urban Renewal and the impact to the Fire District – make them aware of the dollars we will be losing over the next 30 years, approximately seven million dollars.

We will ask to meet in September; this should give the City Manager and Chief Dahlman time to do some research.

Committee / Staff Reports

Training

- Fire – 9 hours
- EMS – 3 hours
- Most of wildland training is completed.
- EMS check offs for re-certification are done.

Fire Marshal

- 35 inspections were completed in April.
- All hotels/motels have had their initial inspection completed. Of the 48, only 15 have not been brought into compliance due to special circumstances they are working on.
- OSFM and ODF were brought in on the large beach fire.
- On 5/31/23 there will be a meeting regarding a Neotsu Road Issue – the roads are too narrow.

Safety Committee

- The Minutes from the May 15th Safety Committee Meeting were included. The next meeting is scheduled for July 17th at Station 14.

Chief's Report

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

- EMS report:
 - 6 transports in May
 - 77 transports in some level of billing with PWA
- Monies received:
 - \$ 1,061 EF Recovery
 - \$ 1,358 Ambulance collections
 - \$ 950 Plan review fees
 - \$ 4,850 Surplus Equipment (jet ski)
- Building and Equipment Maintenance:
 - Bob is working on landscaping. He found another dry rot issue at Station 16 in preparation for painting.

- Kenny has many equipment repairs – HR-16 is out of service and new E-16 has a fuel issue; Cummins NW will be there tomorrow to work on it (warranty). E-15 has an accepted insurance claim for chain damage, repairs are not yet scheduled.
- Iconipro is doing warranty work on the new alarm system at Station 15.
- One of the jet skis is going to Salem for dealership repairs, it has a significant loss of power.

- Alarm Responses:
 - 333 alarm responses in May, up 17% from 286 alarms in May 2022. Overall, alarms for 2023 (1370) are down 2% over this time last year (1399).

- Urban Renewal:
 - He provided the Board with a current timeline. He is still waiting for a meeting with the City Manager to give her our input before the meet and confer process.

- Grant applications:
 - The Lincoln County 50/50 matching grant for disaster preparedness has purchased three Jackery power units; we need only the solar panels to complete the project.
 - Application for an OSFM Upstaffing grant of \$35,000 for summer hiring was successful and job announcements have been sent out to the Volunteers. Positions will start July 1 and run through September 30th.
 - OSFM Tender grant – the District is still waiting for the agreement from OSFM to sign and finalize.

- Bond Purchases:
 - Purchasing ambulance equipment needed to license and place in service. Hopefully will be in service and licensed by OHA by the end of June.

- Personnel and Hiring:
 - FF Warren is out on medical and then OFLA pregnancy leave; she is not expected to be back until October.
 - Three Volunteers are in first-year training. We have 20 active Volunteers on the roster, three new applicants in physicals and backgrounds, one who temporarily failed the physical.

- Casino Relationship:
 - FM Heidt is working with them on the June fireworks. We will have our UTV on the beach for the event.
 - CWCR attorneys are working on the Memorandum of Understanding for our services and it will go before the Tribal Council in the next few weeks for their review.

- Out-of-District Properties:
 - SB1068 passed the Senate and the House and will be on the governor's desk for signature by the end of legislative session. The Bill would allow the District to annex properties within 7 road miles of a fire station by petitioning the County.

- FYI Information:
 - Morris Excavation extension was signed.
 - Union Pay Raise Addendum was signed.
 - A personal thank you to Board President Alan Lee for the last five years from Chief Dahlman and his decades of service to the community.
 - The Union can start a letter-writing campaign regarding the effects of Urban Renewal on the Fire District. The Union e-Board is agreeable; they'll have to follow guidelines that restrict them from campaigning while on duty or in uniform, etc.

For the Good of the Order

Alan Lee thanked the Board members, staff, paid and volunteer firefighters for the honor and privilege he felt to have been associated with North Lincoln Fire.

Call for General Public Comments for Non-Agenda Items

None.

Dan Drayton made a motion to adjourn the meeting; Jamie Wright seconded the motion. The motion passed and the regular session was adjourned at 5:51 p.m. **(See Motion #5)**

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

NORTH LINCOLN FIRE & RESCUE DISTRICT #1

Motion #1 and Voting Record

Date: 6-14-2023

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

MOTION: To approve the Minutes of the 5/10/23 Board meeting as presented.

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

RESULTS

PASSED	FAILED
X	

NORTH LINCOLN FIRE & RESCUE DISTRICT #1

Motion #2 and Voting Record

Date: 6-14-2023

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

RESULTS

PASSED	FAILED
X	

NORTH LINCOLN FIRE & RESCUE DISTRICT #1

Motion #3 and Voting Record

Date: 6-14-2023

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

RESULTS

PASSED	FAILED
X	

NORTH LINCOLN FIRE & RESCUE DISTRICT #1

Motion #4 and Voting Record

Date: 6-14-2023

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

MOTION: To approve Resolution #2023-04 to adopt the budget for fiscal year 2023-2024 in the amount of \$10,191,778.

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

RESULTS

PASSED	FAILED
X	

NORTH LINCOLN FIRE & RESCUE DISTRICT #1

Motion #5 and Voting Record

Date: 6-14-2023

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

MOTION: To approve adjourning the meeting at 5:51 p.m.

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

RESULTS

PASSED	FAILED
X	