CENTRAL OREGON COAST FIRE & RESCUE DISTRICT

BOARD OF DIRECTORS REGULAR MEETING

JUNE 21, 2018

1. Call to Order. The regular meeting of the Central Oregon Coast Fire & Rescue District Board of Directors was called to order by President Tim Grady on Thursday, June 21, 2018 at 5:39 p.m.

2. Pledge of Allegiance. President Grady led those present in the Pledge of Allegiance.

3. Roll Call. Directors present were Reda Eckerman, Tim Grady, Dave Brooks, and Kevin Battles; Eric Stafford was excused. A quorum was present.

4. Approval of Minutes. Moved by Mr. Brooks, seconded by Mr. Battles, to approve the minutes of the regular Board of Directors meeting of May 17, 2018 as presented; motion carried. Moved by Mr. Brooks, seconded by Mrs. Eckerman, to approve the minutes of the Budget Committee meeting of May 17, 2018 as presented; motion carried.

5. Citizen Participation. Jim Krause had some questions about the Tidewater station but said he would wait until it was brought up later under "Old Business".

6. Staff Presentation. Chief Woodson reported a total of 59 calls for May: 8 fire, 41 medical, 4 vehicle crash, 3 lift assist, 3 other assist.

7. Volunteer Report. Cheryl Wittmeir brought an example of the t-shirts which the Volunteer Association will be selling as a fundraiser; it is designed to not look like the regular volunteer shirts. She commented that 5 of the 7 members of the EMT class had passed and wanted to be sure their licenses would be paid for. Chief Woodson explained that until he can set up an account with the Oregon Health Authority those who receive their license will be reimbursed for the expense. Cheryl also asked about an official definition of the stipend pay, which is currently $10 for a call and $5 for training, but with some confusion as to what classes are covered. Mr. Quick suggested keeping it open, as it's not a stipend but a reimbursement for expenses. Chief Woodson would like something in writing; Mr. Grady said they will work on a policy. Mr. Brooks questioned the basis for reimbursement; the volunteers fill out a record of response and training and Chief Woodson has a monthly activity report. Discussion followed concerning a way of reimbursing volunteers for standby without violating IRS rules. The original payment program was set up primarily as a means to reimburse for mileage, not to get paid but to cover some expenses. Chief Woodson is still trying to find enough personnel coverage, and may use a temp agency. Discussion of potential problems of cross-over between employee and volunteer status, and the budget for training.

8. Finance Report.

a. Mr. Quick reported cash on hand at the end of May was $665,493, up 12.6% over last year. Payroll is still under budget because of employees starting later in the year, but overtime is up substantially, a difference of $17,000 over budget. He hasn't received anything lately from the old run fees; Mr. Brooks suggested getting a detailed list of what is outstanding so it can be

settled. Moved by Mrs. Eckerman, seconded by Mr. Brooks, to accept the financial report as presented; motion carried.

b. Following discussion of expenditures, it was moved by Mrs. Eckerman, seconded by Mr. Brooks, to approve expenditures; motion carried.

c. Discussion of the Flex Lease with U.S. Bank. The lease was subject to prepayment penalties and when the payment schedule was finally established and a payment was made it was apparently one day late and wasn't accepted. Following discussion, Mr. Battles will contact the Special Districts loan officer and see what can be done about the situation.

9. Correspondence. None.

10. Old Business.

a. Tidewater. Jim Krause has been demo'ing the station, but Dahl required an asbestos report before providing a container. Chief Woodson contacted an asbestos remediation company, ATEZ, to perform an assessment of the building. They determined that the silver paint on the roof and the roofing material contain asbestos, but as long as this is not materially disturbed it will not constitute a hazard. Mr. Brooks reported that a Request for Bids had been sent out, but there was not enough information for a bid; however, it did serve to get 5 or 6 contractors interested. Nothing can be done until the rest of the material can be removed, which was contingent on the asbestos report; this will be scheduled for after the 4th of July. Chief Woodson wanted approval for any of the volunteers to use salvaged 2 x 4s; consensus of the Board was to approve. Jim Krause asked about water availability. Mr. Brooks explained that bids are for Phase 1, getting the building up, making it larger, taller, with a peaked roof, etc. Phase 2 will be finishing the inside. It doesn't have to have water; it's equipment storage with volunteers available. He will have Joe Vandehey go through the building with him and establish one base for bids; the conceptual drawings helped to provide the basic idea. Mr. Krause also asked about seismic, which needs to be up to code. There are grants available for seismic upgrades, but plans have to be in place prior to application.

b. Approval of the Budget and Resolution. Resolution No. 2018-11 Adopting the Budget for 2018-2019 and Imposing the Tax was read by Mr. Grady. Moved by Mrs. Eckerman, seconded by Mr. Battles, to approve Resolution No. 2018-11; motion carried.

c. Burn Ordinance for the Fire District. Moved by Mr. Brooks, seconded by Mr. Grady, that Ordinance 2018-01 be read into the record for the first time by Mrs. Eckerman; motion carried. Moved by Mr. Battles, seconded by Mr. Grady, that Ordinance 2018-01 be read into the record by title only; motion carried. Moved by Mr. Brooks, seconded by Mr. Grady, to approve Ordinance 2018-01 as read; motion carried unanimously. It still needs to be sent to the City and the County for adoption by them before going into effect.

11. New Business.

a. Grant Resolution for July Meeting. Chief Woodson applied for a 60/40 grant from USDA for protective clothing, and it went through in the office in Salem, but they required a District boundary map which he was finally able to get from the county and send to the USDA. Since it

involves federal funds, the grant resolution notice must be posted publicly 21 days before a meeting, so it will be brought up for the July meeting.

12. Chief's Report. The EMT class is finished, and Chief Woodson wanted to extend his thanks to the staff, and especially to Anthony Martinez for the great job he did as Primary Instructor. Everybody passed the EMT practicals, and pending approval of the paperwork from the Oregon Health Authority they will be eligible to take the National Registry test. The grant from the US Forest Service for Wildland Fire Gear and Equipment has been awarded but the funding won't be available until the first part of July. He will send out for quotes so the gear can be ordered as soon as the official notification arrives. Mike Powell has the bathroom/utility room remodel under way and the washer/extractor should be installed in the next few weeks. Chief Woodson picked up the free disaster supplies and equipment from Lincoln County last week. The District hosted another successful Red Cross Blood Drive on June 13th. He is getting information on website design and maintenance from an independent service to make the website more current and useful. Pictures have been taken of the equipment he plans to surplus and they are being sent out to dealers in used apparatus. The new Chassis and Brush 7212 are still at 2-Dogs because of a delay in getting the front bumper, but it should be completed and back by next Monday. He is working on the exact quote to add the flat bed and tool boxes to the old F-550 which should be in the $7-10,000 range. Chief Woodson couldn't remember if this had been approved by the Board; consensus was to approve if not done previously. The addition of the brush skid unit has been budgeted for in 2018-19. He had received the final paperwork from Don Brown for the installation of the LED lights, which should end up costing about $322 after rebates. The nozzles, valves and appliances approved at the last meeting have arrived and are being placed in service of the appropriate apparatus. Chief Woodson is still working with Scott Ardry on the water storage tank issue, the Eckman Creek road closure, and the fuel storage tanks. Fireworks paperwork is all submitted, approved, and delivered. There are several people working on their pyrotech qualification; Tamara Bailey has offered to take anyone along in order to get in an extra shoot. Location this year is a problem; still checking out options for a site. Beachcomber Days barbeque had a good turnout, won a prize in the parade for the loudest, and the rescue demonstrations went well. They were videoed and will be put on the website. Chief Woodson will be providing a cost estimate for materials to better organize apparatus and equipment in the bay area, and they are also reorganizing the storage facility on Crestline. The co-location committee met and is moving forward looking at options for property and shared facilities. He presented a flier on a storage building available from Central Pierce Fire & Rescue. After considerable discussion it was decided that this would not be feasible in this area. More mobile radios, in the amount of about $26,000 are needed for the new 2 engines, the new brush truck, and the new chief's truck. Because of the reception problems upriver, this includes 4 mobile repeaters at $4,000 each. Radios were budgeted for this year, but not for that much so he would like to do half this year and half next year. There was discussion about applying for a radio grant, maybe from the Siletz Tribe. The updated current Standard Operating Guidelines were included in the Board packet. Chief Woodson intends to order a number of flash drives and download the SOGs, medical protocols, etc., and provide one to each individual, who will sign an acknowledgement of receipt.

13. President's Report. None.

14. Good of the Order. None.

EXECUTIVE SESSION. At 7:47 p.m. Mr. Grady closed the regular Board meeting and called an Executive Session of the Board pursuant to ORS 192.660(4) to discuss personnel issues. At 8:10 p.m. the Executive Session ended and the Board returned to regular session

Action Taken: None.

There being no further business to come before the Board, the meeting was adjourned at 8:11 p.m.

Respectfully submitted,

Jan K. Hansen

Jan K. Hansen, Recording Secretary

Approved:

Board Chair

COCFRD PUBLIC COMMENT SIGN-UP SHEET 07-19-18

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