

## CENTRAL OREGON COAST FIRE & RESCUE DISTRICT

### BOARD OF DIRECTORS MEETING

SEPTEMBER 9, 2022

**1. Call to Order.** The rescheduled regular meeting of the Central Oregon Coast Fire & Rescue District Board of Directors was called to order by President Reda Eckerman at 5:30 p.m. on Thursday, September 9, 2022. She reviewed the procedure for participation by any members of the audience of the live-streamed meeting.

**2. Pledge of Allegiance.** Mrs. Eckerman led those present in the Pledge of Allegiance.

**3. Roll Call.** Directors present were Reda Eckerman, Jon MacCulloch, Ray Woodruff, and Kevin Battles; Zach Akin was excused. A quorum was present.

**4. Approval of Minutes.** Moved by Mr. Battles, seconded by Mr. Woodruff, to approve the minutes of the regular Board meeting of August 18, 2022, as presented; motion carried.

**5. Citizen Participation.** None.

**6. Staff Presentations. Training.** Chief Mason will have a full report on training at the next meeting. **Maintenance.** Maintenance Officer Knudson reported that the electrical work at Tidewater is done, inspections will be next week, and the Open House is scheduled for Saturday. There is still some finishing work to be done but it should be completed by Monday. At Station 72, the brush truck mentioned at the last meeting has been fixed; everything is good to go. **Administration.** Office Administrator Knudson commented that the Union Report had been left off the agenda; she will make sure it is included in the future.

**7. Volunteer Report.** Mrs. Knudson reminded everyone that there would be Bingo again on Friday, September 16<sup>th</sup>, and the Open House will be on Saturday. She had received a phone call from someone relocating here in a few weeks who has wildland experience and wants to fill out an application.

**8. Finance Report.** Mr. Quick reported a total cash on hand of \$476,751 at the end of August. The balance is going down each month but should be good until the end of November. Prior taxes received are above the budgeted amount, but fuel costs at the end of August were already at 21% of budget. Moved by Mr. Woodruff, seconded by Mr. MacCulloch, to accept the financial report as presented; motion carried. Moved by Mr. Battles, seconded by Mr. Woodruff, to pay the bills; motion carried.

**9. Correspondence.** None.

**10. Old Business. New Auditor Proposal.** Mrs. Knudson has been in contact with the new auditors; they are working on a Letter of Engagement and they hope to have it ready by tomorrow (Friday). Mrs. Eckerman expressed concern that if it was not received by then she will be on vacation for two weeks and unable to sign, and this is something that should be taken care of as soon as possible. Moved by Mrs. Eckerman, seconded by Mr. Woodruff, that if the auditor's letter is not received by Friday that the Treasurer, Kevin Battles, be authorized to sign it when it arrives; motion carried.

**11. New Business. Surplus (PPE).** Chief Mason reported that they had found a cache of expired turnouts and also had water rescue gear that they no longer use and he wanted to have these declared surplus for donation and for sale. Mrs. Eckerman read the letter which requested that 7 Morning Pride jackets, 8 Morning Pride pants, 2 Fire Dex pants, 1 Fire Dex jacket, and 1 Globe pants be declared surplus and given to the Woodburn Fire Department for donation to South American fire agencies. She then read the letter requesting the following water rescue equipment be declared surplus and sold using the GovDeals online auction: 9 Dry Suits, 10 Wet Suit Liners, 5 Mustang Suits, 5 hoods, and 1 storage bag. Moved by Mr. Battles, seconded by Mr. MacCulloch, that all these items be declared surplus; motion carried.

**12. Chief's Report.** Chief Mason had again contacted Mackenzie, but they have not yet responded. He had requested that they revisit the pricing on the proposal as we have already done a good bit of work with them. He also wanted to know if any of the work already done would be reimbursable but only work done after the grant is awarded would be. The Civil Service Committee met on the 25<sup>th</sup> last month and went through the rules very thoroughly; they will meet again on the 27<sup>th</sup> to finalize the rules. They will schedule meetings for every 90 days, which is required, but if there is no business to be done will then go on to the next meeting. They will have at least one annual meeting. He met with Jessie from FEMA concerning the BRIC grants and is working with her on the generator and on putting wiring around the station underground. Nothing new on the National Rescue Relief Act. The Oregon Seismic Grant is being done by Mackenzie and they are waiting for us. He has still not heard anything on the FEMA SAFER and AFG grants but they are still being awarded. The OSFM engine grant doesn't close until October and the surplus engine request has been made out but again he won't hear on that one until the state gets the engines. He is still working with the Port but has told them to use the slip until it's ready to put the boat in. Station 72 Design/Concept will be discussed during Executive Session. None of the Action Items can be done until the taxes start to come in.

Chief Mason then gave the Board an update on readiness for the weekend, which has been declared a Red Flag Warning from Friday morning until Saturday night. The Defense Board met today and everyone is staffing up in case of an event. Power in parts of the county will be turned off as a precaution. He has full staffing, keeping the brush crew on duty, and commitments from the volunteers to stand by for emergencies. He will have an engine and brush rig, plus another engine, brush rig, and tender available. There will be mutual aid with Yachats, Seal Rock, and Newport. If there is an event in Alsea they will call us; he will contact them regarding mutual aid for us. Contingency planning is that in case of an emergency people can come down to the fire station if the power is out. CERT is on standby. The Open House is still planned for Saturday.

**13. President's Report.** None.

**14. Questions from the Citizens and Viewing Audience.** None.

**15. Executive Session.** At 5:53 p.m. the regular meeting was closed and an Executive Session was called under ORS 192.660(2)(e) "To conduct deliberations with persons designated by the governing body to negotiate real property transactions." No decisions were made. At 6:57 p.m. the Executive Session ended and the meeting returned to open session.

**16. Actions, if any, from Executive Session.** None.

**17. Good of the Order.** None

There being no further business to come before the Board the meeting was adjourned at 6:58 p.m.

Respectfully submitted,

---

Jan K. Hansen, Recording Secretary

Approved:

---

Board Chair

DRAFT