

**CENTRAL OREGON COAST FIRE & RESCUE DISTRICT
BOARD OF DIRECTORS MEETING
NOVEMBER 17, 2020**

1. Call to Order. The regular meeting of the Central Oregon Coast Fire and Rescue District was called to order by President Grady at 5:50 p.m. on Tuesday, November 17, 2020, rescheduled from Thursday, November 19th, because of Covid 19 restrictions.

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

3. Roll Call. Directors present were Reda Eckerman, Tim Grady, Peter Carlich, Dave Brooks, and Kevin Battles. A quorum was present.

4. Approval of Minutes. It was moved by Mr. Brooks, seconded by Mr. Carlich, to approve the minutes of the regular Board meeting of October 15, 2020 as presented; motion carried.

5. Citizen Participation. None.

6. Staff Presentation. Chief Woodson reported a total of 123 calls for October, an increase of 54 calls over the same period in 2019. This was a daily average of 3.97 calls and a total year to date of 946. There were 26 fire, 80 EMS, 6 vehicle crash, 4 water/surf, 5 lift assist, and 2 other assist.

7. Volunteer Report. Volunteer Association President Erich Knudson reported there has been a slow down in applications, but there have been some from Tidewater. They just keep plugging away.

8. Financial Report. Mr. Quick submitted a written report, as he was unable to attend the meeting. There was \$586,785 cash on hand at the end of October, an increase of 8.8% over the same period last year. Major portion of the county taxes will be received in the 3rd or 4th week of November. Vehicle repairs through October totaled \$28,041; total to date for the engine rebuild for 4201 is \$19,492, but it's not done yet. The turn-out gear is finally all here and paid for. Moved by Mr. Brooks, seconded by Mr. Carlich to accept the financial report as presented; motion carried. Moved by Mrs. Eckerman, seconded by Mr. Carlich, to pay the bills; motion carried. At this time Mr. Grady read **Resolution 2020-22, A Resolution Authorizing Budget Line Item Funds Transfer.** Moved by Mr. Carlich, seconded by Mr. Brooks, to approved Resolution 2020-22 as read; motion carried.

9. Correspondence. Chief Woodson had distributed a copy of a thank you note received.

10. Old Business.

a. Tidewater. The property transaction has been completed, and Lieutenant Knudson has begun the repairs. The asbestos abatement has been done, and the interior has been gutted and dry rot removed. Wendy Knudson is doing a pictorial record of the work being done. The pool table is gone.

b. Mackenzie regarding the City property. After receiving email approval, Mackenzie representatives were here to check out the property, and the details are in the Operational Report submitted by Assistant Chief Mason. They spent a couple of hours, and concluded that it's going to be a challenge, especially seismically upgrading the bays. They should have a report by the middle of December.

11. New Business.

a. Personnel Policy Manual (non-Union) status. Chief Woodson reported that this is a project that has been in the works for a while with Mr. Quick working on it, and he, Mr. Quick, and Chief Mason have been going over it. There is a first draft, and they are working on a second, but he wanted to invite any of the Board members who were interested in participating to let him know and he will set up a meeting. It has already been sent to Mrs. Eckerman for editing.

12. Chiefs' Report. Chief Woodson wanted to give a big "Thank You" to the staff that worked so hard on PR to help pass the levy renewal with a total of 1760 for, and 581 against. The District had units at the

Cruzin' for Crab event, which was well attended. The monthly call-in meetings with Seal Rock are continuing and the IGA continues to be positive. Chief Mason is doing the Fire Academy on Wednesday nights, and drills are held on Monday evenings. Staff participated in the Halloween "Trunk and Treat" event at the Community Center; Wendy Knudson said the candy chute worked great and there were over 400 people who came. Chief Woodson thanked Chief Mason for getting the paperwork done for reimbursement for the conflagration in North Lincoln County while Chief Woodson was quarantined. He has talked with Chaplain Booth, and the normal "Operation Santa" won't take place due to Covid but they are working on some alternatives for collecting food and toys; people can call the station if they have donations and someone will then go and pick them up. Discussion of options for the next Board meeting should the lockdown continue.

Assistant Chief Mason addressed some of the items in the Operational Report. The Academy is doing well, this is Week 10 and tomorrow night will be May Day drills. Recertification deadline is the end of this month, and some members may need to make up some hours. While 7201 is being worked on they tried to use 7301, which had a power steering issue, and 7401 which had lighting issues, since fixed. Seal Rock substituted for a couple of days. The bids on Tidewater are coming in a little low, so they are looking at adding a 10,000 gallon water tank at the back of the building. This would be a water source for the station as well as emergency water supply for the area to support area firefighting needs and an additional source for ISO purposes. It will be using the available spring water. A new heating system is being added to the Five Rivers station. The boat house is being worked on by Roxie, the Port Director. A packet from EF Recovery had been handed out for review; they are a billing management company which is currently providing service to other districts within Lincoln County and Chief Mason wanted the Board to look at before the next meeting. District Office Administrator Wendy Knudson is taking over the webpage, with assistance from Lieutenant Knudson, and will be ready to go live by the next meeting. A list of surplus SCBA's and bottles has been compiled for donation to Woodburn; this is equipment received from Clackamas. Hydrant flushing has been done. He is looking a going for a communications grant, and we are now part of a county grant request for the purchase of a FIT testing machine. Unit dispatch has been cleared up.

Chief Woodson wanted to make sure he thanked the voters in the District for the levy renewal, and the Board joined him with their appreciation.

13. President's Report. President Grady addressed an email which had been recently received by the Board and advised that it would require a special meeting, to be scheduled as soon as possible.

14. Good of the Order. It was moved by Mr. Battles, seconded by Mr. Brooks, to declare as surplus the equipment as listed on the inventory sheet attached to the memo from Chief Woodson dated October 20, 2020 which consisted of 13 Scott Self Contained Breathing Apparatus and 46 Scott 4500psi Cylinders; motion carried.

There being no further business to come before the Board, the meeting was adjourned at 6:24 p.m.

Respectfully submitted,

Jan K. Hansen, Recording Secretary

Approved:

Board Chair