

## CENTRAL OREGON COAST FIRE & RESCUE DISTRICT

### BOARD OF DIRECTORS MEETING

MARCH 21, 2024

- 1. Call to Order.** The regular meeting of the Central Oregon Coast Fire and Rescue District Board of Directors was called to order by President Reda Eckerman at 3:00 p.m. on Thursday, March 21, 2024. Mrs. Eckerman explained the procedure for participation by the viewing audience of the live-streamed meeting.
- 2. Roll Call.** Directors present were Rick Booth, Reda Eckerman, Jon MacCulloch, and Greg Dunn; Zach Akin was delayed. A quorum was present.
- 3. Pledge of Allegiance.** Mrs. Eckerman led those present in the Pledge of Allegiance.
- 5. Approval of Minutes.** It was moved by Mr. MacCulloch, seconded by Mr. Dunn, to approve the minutes of the regular Board meeting of February 15, 2024 as presented; motion carried.
- 4. Budget Calendar FY 24/25.** Moved by Mrs. Eckerman, seconded by Mr. Booth, to appoint Chief Jamie Mason as Budget Officer; motion carried. The proposed Budget Calendar was approved by consensus.
- 6. Citizen Participation.** None.
- 7. Staff Presentations. Maintenance.** Maintenance Officer Erich Knudson moved the new utility truck up to Tidewater and has been working on it there. He should have the trim, etc., finished by tomorrow and it will be in service next week. **Administration.** Office Administrator Wendy Rush had mockups of sweatshirts for the Board members, along with order blanks. Chief Mason commented that there had been some discussion of surveys for information from the public on what they would support but it will be tabled until a workshop. He met with the architect and they toured the station and the site on Cedar; the architect will put together a proposal for a workshop. He will send out an email to set up a workshop date to meet with the architect.
- 8. Volunteer Report.** Captain Knudson reported they will begin recruiting again next month and start advertising to get back up to full membership. They are almost ready to put out another scholarship.
- 9. Union Report.** None.
- 10. Finance Report.** Mr. Quick reported cash on hand of \$634,340 at the end of February. The current levy has about 6% to come in yet; the prior levy hasn't changed much. Interest income to date has been \$12,180, and the LGIP is currently at 5.2%. There was no change in Legal; Office Supplies is almost at budget. \$17,441 for vehicle repair is under budget. The audit was \$6,395; this next fiscal year is the last year we have a quote. Moved by Mr. MacCulloch, seconded by Mr. Dunn except for a conflict with Checks #74393 and #74424, to accept the financial report as presented and pay the bills; motion carried.
- 11. Correspondence.** None.
- 12. Old Business. EF Recovery Ordinance Change.** Following the discussion of changes at the last meeting, Ms. Rush presented the proposed Resolution No. 2024-02 with the changes to existing Resolution No. 2022-01 indicated in red ink. The changes were on page 2, to Section 2, F, EMS ending the sentence at "treatment", and to Section 4 D, which was eliminated. It was moved by Mr. MacCulloch, seconded by Mr. Dunn, to approve **Resolution 2024-02** to replace Resolution 2022-01; motion carried. Mrs. Eckerman read the introduction to the resolution, and pointed out that the introduction to the resolution should say that the Board "resolves", not "ordains".
- 13. New Business. Audit Report/Summary.** Moved by Mr. MacCulloch, seconded by Mr. Booth, to authorize the president to sign the audit letter; motion carried.

Chief Mason reported that under "Old Business", he had received a signed auto-aid agreement from the Yachats District which we can now sign. They made one minor edit with which he agreed. Moved by Mr. Dunn, seconded by Mr. Booth, to sign the **2024 Automatic Mutual Assistance Agreement between the Central Oregon Coast Fire & Rescue District and the Yachats Rural Fire Protection District**; motion carried.

**14. Chief's Report.** Chief Mason reported that the JetDock has been installed and is operational and working great. There is a problem with the boat cover, but that's being worked on. It means almost instant response to a call. It has a regular maintenance schedule. In grant funding, he should know about the seismic grant by the end of March. The OSFM engine is in the works and should arrive by July. SPIRE awarded us a PWC with trailer, but he doesn't have details yet. The STCCF grant for confined space equipment has an award date of April 24<sup>th</sup>. He wrote 4 FEMA grants but can only do 2 so he has applied for a Type 1 Engine and an exhaust removal system. He is finishing up an ODF FEPP grant application for \$8,000 for upgrades and equipment for HB73. This is a matching grant, and we will have an in-kind match of \$5,000 for Captain Knudson's labor. The surplus Tender is still here until the new one comes in, and the hose installation is still not complete. Not on the agenda, he wanted to discuss the Connex at Twp. 13, originally intended for use by CERT, and a trailer at Corona Court, which is actually in the Yachats Fire District, which has supplies to be able to set up a command post. He has been talking to Sue Graves at Crestview School about putting the Connex at the school, putting the stuff from the trailer in the Connex, and giving the trailer back to the county. Discussion of emergency response and the school as the logical location for headquarters. Moved by Mr. MacCulloch, seconded by Mr. Dunn, to give approval to Chief Mason to move the Connex and work on an agreement with the school for emergency response; motion carried. Calls for the month of February were 68, and 54 so far in March.

**15. President's Report.** None.

**16. Citizen Participation.** None.

**17. Good of the Order.** Mr. MacCulloch reminded the Board that Chief Mason's contract auto-renewed and they needed to set a time to look at it; an Executive Session will be scheduled for the April 18<sup>th</sup> meeting. Mr. Booth said that the 3:00 p.m. meeting time is not working for him, and Mr. Akin is now on a day shift. Moved by Mr. Booth, seconded by Mr. Dunn, to move the Board meeting time to 4:00 p.m.; motion carried. Mr. Dunn questioned the function of the hydrant on the corner of Crestline and Green. Discussion of location and need to bring it up to working level. This is actually the responsibility of Public Works. Mrs. Eckerman pointed out that the engineers may already be looking at it in connection with the city's sidewalk project.

**18. Adjournment.** There being no further business to come before the Board the meeting was adjourned at 3:49 p.m.

Respectfully submitted,

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Jan K. Hansen, Recording Secretary

Approved:

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Board Chair