

## CENTRAL OREGON COAST FIRE & RESCUE DISTRICT

### BOARD OF DIRECTORS MEETING

AUGUST 20, 2020

**1. Call to Order.** The regular meeting of the Central Oregon Coast Fire & Rescue District Board of Directors was called to order by President Grady at 5:40 p.m. on Thursday, August 20, 2020.

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

Mr. Grady announced that the meeting was being live-streamed and if anyone had any questions or comments they could text or email the Information Station and such information would be relayed to the Board.

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

**4. Approval of Minutes.** It was moved by Mrs. Eckerman, seconded by Mr. Carlich, to approve the minutes of the Board of Directors meeting on July 16, 2020 as presented; motion carried.

**5. Citizen Participation.** None.

**6. Staff Report.** Chief Woodson reported a total of 113 calls for July: 23 fire, 71 medical, 7 vehicle crash, 10 water/surf rescue, 1 lift assist, and 1 other. This was an increase of 42 calls over the total of 71 for July 2019. At this rate he anticipates an estimate of over 1,000 calls for the year. Mr. Grady asked about the billing for the water rescue calls and was concerned that people in distress might not call for assistance if they didn't have insurance. Chief Woodson said that they only bill insurance companies, not individuals. The crews have been practicing, and response time is getting better.

**7. Volunteer Report.** Volunteer Association President Rick Booth reported that there is the same number of volunteers, and they have new sweatshirts. One of the volunteers has been working the Farmers Market and selling lots of Fire District face masks, T-shirts, etc.. Volunteers are down because of the time of year with so many other things going on, but they are still recruiting. Support Coordinator Wendy Knudson is working the scheduling with them, and the training is going well. Chief Woodson noted that since volunteers must train the same as paid fire workers, this is a nationwide struggle.

**8. Financial Report.** Mr. Quick reported ending July with \$756,840 in the bank; this is a new fiscal year and the budget hadn't been exceeded yet. Vehicle repairs are still high, with the pumper cab seal the bulk of it. Motion to accept the financial report as presented was made by Mr. Battles, seconded by Mr. Carlich; motion carried. Motion to pay the bills was made by Mr. Battles, seconded by Mrs. Eckerman; motion carried. Mr. Grady then read **Resolution 2020-21, A Resolution Authorizing Bank Account Signer Changes**, which removed Eric Stafford from the District Oregon Coast Bank accounts and added Peter Carlich as a signer for all the Oregon Coast Bank accounts as specified in the Resolution. Moved by Mrs. Eckerman, seconded by Mr. Battles, to adopt Resolution 2020-21; motion carried.

**9. Correspondence.** Chief Woodson distributed copies of a Thank You note received by the fire departments from a resident in Bayshore following the successful control of a structure fire on Fircrest, which is still under investigation. Also received was a Thank You from Monica, with Pacific West Ambulance. There was information and discussion about the SDAO Academy for Fire Board Members, in which the Board was encouraged to participate. Board Member Dave Brooks arrived at 5:57 p.m.

**10. Old Business. Tidewater update.** Chief Woodson reviewed that he had gone to the County, we have had Phase 1 geotech done, and he has passed on the information regarding Phase 2. Chief Mason has talked to the County Planning and Zoning and explained the position that we want to acquire the building and make repairs; they had no requirement other than a permit for the repairs. He then went

through Phase 1 with DEQ, and they said Phase 2 is not a requirement, just a recommendation if purchase is intended. Phase 2 was a recommendation by the consultants because it may have been a service station; history of the building is that it has always been a fire station, never a service station. Chief Mason has sent an email to DEQ to get confirmation that they have no requirements for Phase 1 or Phase 2. A purchaser may require Phase 1; we are covered for EPA requirements. Further discussion regarding any acquisition was postponed to the Executive Session. Any construction will have to go out for bids, and there was further discussion of how extensive that might be. The first step is to get the building, make the repairs necessary to get it back to functional, and get grants for any seismic improvements later. Phase 2 could be done as part of the seismic upgrades.

**11. New Business. Fire Apparatus Maintenance and Equipment Condition.** Chief Woodson reminded the Board that at the last meeting they had asked for further information on vehicle repairs, especially for Engine 7201. He and Chief Mason had put together a Power Point presentation with special emphasis on 7201, which is the "First Out" vehicle, and copies of this were distributed to the Board. Because it is the "First Out", 7201 bears the brunt of the use associated with calls to the station, and as a 19-yr. old vehicle that was not really well-maintained in the past, has required some extensive as well as regular repairs. In the last three years repair costs have amounted to \$22,713 and an additional \$11,902 in the last 30 days, not including cost for repairs not yet done. NFPA recommendations are that well-maintained serviceable apparatus over 15 years old should be placed in reserve status, and those over 25 years old should be replaced. The Fire Chiefs recommended replacing 7201 with a used engine newer than 2008 and look at getting a new one in 2023, relocating 7201 to Tidewater. Chief Woodson would like the Board to consider up to \$250,000 so he can start working with Government Capital and get approval to be prepared if something comes up. Filling out the paperwork does not commit to anything, but it was determined that \$40,000 a year really is not available. The operating levy is up for renewal in 2021, the equipment levy comes up for renewal in 2023 for 10 years, and there needs to be a plan for 7201 before initiating paperwork. Following extensive discussion, a workshop regarding planning and financing to replace 7201 was scheduled for 5:30 p.m. on Monday, September 14, 2020.

**Volunteer Duty Shift Program Stipend.** Chief Woodson explained that the previous volunteer stipend had been determined to be illegal and was cancelled. The new stipend proposal for people on standby and manning the station has been approved by SDAO legal counsel and mirrors those in effect in several other stations. It has been run through the Fire Chiefs Council. It covers the guidelines to receive it and there are forms to track it, making sure no one is going over too many hours. The budget was set in anticipation of covering the cost. Members will sign an acknowledgment of the conditions and forms for every shift; these will be reviewed every month, and a report will be included in the Board meeting packet. This is a way for the Board to show their appreciation of the volunteers, and hopefully encourage training participation. Mr. Battles moved to approve the stipend plan as presented, seconded by Mrs. Eckerman; motion carried.

**12. Chief's Report.** Chief Woodson reported that every Wednesday is COVID-19 call-in, which he forwards to the Board; the July 2<sup>nd</sup> Red Cross blood drive was very successful; the July 3<sup>rd</sup> fireworks had been cancelled; he is still working with Seal Rock and Yachats on the dispatching signals from WVCC. They are still having the Monday morning meetings with Seal Rock. Karen Apland left and he thanked her for her service; he posted the opening inhouse and as he had a qualified applicant he introduced Wendy Knudson at his new Administrative Assistant. He wanted to again acknowledge and thank Ruth Stole for all her years of doing all the alterations and sewing all the patches for the District. He had sent out pictures of the reader sign which had been hit; one of the volunteers, John Dunn, took it back to his shop in Tidewater for repairs and now it looks like new. The weekly Farmers Market is doing well; we are out of smoke detectors now as the Red Cross is not currently supplying them since we have been asked not

to go into residences. The initial paperwork has been filed on time for the serial levy and there are a couple more deadlines, one for the voter's pamphlet. He will rewrite the Board's message from the previous election and make sure it emphasizes that this is a renewal. He will do a press release about the ISO ratings going down. Mr. Battles left at 7:21 p.m. Chief Woodson will have presentations for meetings (should any occur); Mrs. Eckerman recommended that he look to the media for getting out information. One of the engines struck the center post of the fire hall; it has been temporarily fixed but the two insurance companies need to get involved. We received the matching grant from Siletz for ppe; the gear was ordered and some has been received, but there may need to be a budget adjustment.

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

**14. Questions from the citizens and viewing audience.** None.

**15. Good of the Order.** Asst. Chief Mason reviewed the response to the 10-Mile Road fire, which included Yachats, Central Coast, Seal Rock, Newport, and ODFW. It was great teamwork and good coverage.

**EXECUTIVE SESSION.** At 7:30 p.m. Mr. Grady closed the regular meeting and called an Executive Session pursuant to ORS 192.660(2)(a) employee issues and ORS 192.660(2)(e) real estate transactions. At 8:21 p.m. the Executive Session ended and the Board returned to regular session. No decisions were made.

**Action taken:** None.

There being no further business to come before the Board, the meeting was adjourned at 8:22.

Respectfully submitted,

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Jan K. Hansen, Recording Secretary

Approved:

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Board Chair