

## CENTRAL OREGON COAST FIRE & RESCUE DISTRICT

### BOARD OF DIRECTORS MEETING

MARCH 16, 2023

1. **Call to Order.** The regular meeting of the Central Oregon Coast Fire & Rescue District Board of Directors was called to order by President Eckerman at 5:32 p.m. on Thursday, March 16, 2023.

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

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

4. **Public Hearing.** Mrs. Eckerman opened the Public Hearing on Consideration of Supplemental Budget Resolution(s) FY 22/23. There being no public present or online she closed the Public Hearing and read the Supplemental Budget Resolutions, **Resolution #2023-02** and **Resolution #2023-03** into the record. Both dealt with adjustments to personnel income and expenses. Moved by Mr. Battles, seconded by Mr. MacCulloch, to approve Resolution #2023-02 as read; motion carried. Moved by Mr. Battles, seconded by Mr. MacCulloch, to approve Resolution #2023-03 as read; motion carried.

5. **Budget Calendar FY 23/24.** Moved by Mr. Battles, seconded by Mr. MacCulloch, to appoint Chief Jamie Mason as Budget Officer; motion carried. Discussion of the Budget Calendar and Committee. Administrative Assistant Wendy Knudsen will contact everyone who served on the Committee last year and if needed will have replacements available so the Committee can be appointed at the April meeting. Moved by Mr. Battles, seconded by Mr. MacCulloch, to approve the Budget Calendar as presented; motion carried.

6. **Approval of Minutes.** Moved by Mr. Battles, seconded by Mr. Akin, to approve the minutes of the Board Meeting on February 16, 2023 as presented; motion carried.

7. **Citizen Participation.** None.

8. **Staff Presentations. Response Log.** Chief Mason reported a total of 68 calls for February and 32 so far this month. Some were due to slippery roads. **Maintenance.** Maintenance Officer Erich Knudsen said that Engine 72 was back from repairs and he has been catching up on the miscellaneous work and software updates that needed to be done. **Administrative.** None.

9. **Volunteer Report.** Lt. Knudsen reported that President Booth had resigned, as he is running for election to the Board. They are now going through and rewriting their guidelines and revamping their program to coordinate with the Union and the District. Lt. Knudsen has submitted a grant request to the Siletz Tribe for funding to help in a recruitment retention program. He also suggested that the District might contribute to the legal fees involved in ensuring they meet all the government requirements. Mrs. Knudsen reported that they had met the previous evening to work on the guidelines for awarding their scholarship, which is \$1,500 that has been raised mostly through their Bingo nights. She reminded them of the next night's Friday St. Patrick's Day Bingo. Chief Mason also suggested reaching out to SDAO for clarification on the relationship between the District and the Association.

10. **Union Report.** None.

11. **Finance Report.** Mr. Quick reported cash on hand at the end of February of \$790,244. Current levied funds received were \$5,004 over budget; receipt of previous levied funds was also over budget. Office supplies were getting close to budget, as was fuel. Vehicle repairs was at \$24,648. The total cost for Tidewater, which is just about done, was \$212,565. Mr. Battles questioned the progress on the purchase of the building. Following discussion, the consensus of the Board was that Mrs. Eckerman check with the City on the necessary paperwork involved so this can be resolved as soon as possible. Moved by Mr.

Battles, seconded by Mr. MacCulloch, to accept the financial report as presented; motion carried. Moved by Mr. Battles, seconded by Mr. Akin, to pay the bills. Motion carried.

**12. Correspondence.** A phone call from her daughter thanking everyone for the CPR response to a lady on the Bayshore spit; she is doing fine now.

**13. Old Business. Fire Museum Letter.** A letter had been received from the Oregon Fire Service Museum Memorial & Learning Center expressing interest in purchasing the 1989 International pumper truck that had been salvaged at the February meeting. They offered \$1,500 for the vehicle, with the intent of using it to raise funds for their building. Following discussion, it was the consensus of the Board that the engine be listed on the Government Auction Site with a reserve of \$5,000 and see what happens. If there isn't a good bid, they will revisit the Museum offer.

**14. New Business. Audit Report/Summary.** Mrs. Knudsen had included the acknowledgment letter and summary report from the auditors. The audit report is very lengthy and there are three copies in her office; she will email the complete report to the Board. Approval will be on the agenda for the next meeting after there has been an opportunity for review.

**15. Chief's Report.** Chief Mason pointed out that his report is 90% grant status, most of which are still pending. The first draft of the 2023-24 budget is completed and waiting for insurance information. He has submitted two new grants, one to ODF for equipment and another to OSFM for staffing. The workshop has been postponed. He has completed the Task Force Leader/Strike Team Leader qualifications and submitted for certification through DPSST.

**16. President's Report.** None.

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

**18. EXECUTIVE SESSION.** At 6:08 p.m. Mrs. Eckerman closed the regular meeting and called an Executive Session under ORS 192.660(2)(h) "To consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed." If any action is taken as a result live-streaming will be resumed. At 7:14 the Executive Session ended and the regular Board meeting was resumed. No decisions were made.

**19. Actions, if any, from the Executive Session.** None.

**20. Good of the Order.** None.

**21. Adjournment.** There being no further business to come before the Board the meeting was adjourned at 7:15 p.m.

Respectfully submitted,

  
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Jan K. Hansen, Recording Secretary

Approved:

  
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Chair