

CENTRAL OREGON COAST FIRE & RESCUE DISTRICT
BOARD OF DIRECTORS MEETING
APRIL 21, 2022

- 1. Call to Order.** The regular meeting of the Central Oregon Coast Fire & Rescue District Board of Directors was called to order by President Pankey at 5:30 p.m. on Thursday, April 21, 2022.
- 2. Pledge of Allegiance.** Mr. Pankey led those present in the Pledge of Allegiance.
- 3. Roll Call.** Directors present were Reda Eckerman, Buster Pankey, Todd Holt, Kathryn Menefee, and Kevin Battles. A quorum was present.
- 4. Approval of Minutes.** Moved by Mr. Battles, seconded by Mr. Holt, to approve the minutes of the regular meeting of the Board of Directors on March 17, 2022 as presented; motion carried. Moved by Mr. Battles, seconded by Mr. Holt, to approve the minutes of the special meeting of the Board of Directors on March 16, 2022 as presented; motion carried.
- 5. President's Report.** None.
- 6. Citizen Participation.** Peter Carlich stated that as chief recall petition officer they have collected over 400 signatures and asked for the resignation of Kathryn Menefee and Todd Holt rather than cost the District an estimated \$6,000 for a Special Election. Bernice Barnett spoke in defense of the new members and claimed the petition allegations of secret executive meetings were unproven and that the other complaint of the members speaking for the Board was also unfounded. She then listed several improvements she felt that the new Board had accomplished and urged them not to resign. Firefighter Cody Johnson commented that most of those changes were already in place prior to the new Board and asked why they would try to fire Chief Mason in an incorrectly called executive session as claimed by the Seal Rock Fire District. Kay McElroy felt that she had no problem with the election cost when too much money had already been spent on the current building, proper maintenance of structures had not been done, and that both the fire station and the new city hall should be moved up on the hill.
- 7. Staff Presentations.** Chief Mason reported a total of 102 calls for March and 71 so far in April, maintaining the current average of about 100 per month. **Training.** Hours to date in 2022 are 854.3; for the month hours were 307.8, including the Rope Rescue training which is now completed. Mrs. Menefee asked how many participated; Chief Mason did not have an exact count but there were enough to warrant two classes with participants from Central Coast, Yachats, Seal Rock, and a couple of other volunteers. **Maintenance.** Chief Mason said that all apparatus is in service and fully functional, except for Engine 72 which is in Eugene getting sensors checked; 75 is in its place. At Tidewater, the water tanks have been delivered, the propane tank has been delivered and is scheduled to be hooked up May 3rd, and the drywall has been contracted and should be done in June. The basic drywall was contracted in order to save time and get it done and ready for paint. The main work at Tidewater was completed in February; the work being done now, including installing a heater, is all upgrades that weren't there before. The station is open and operable, with security cameras installed. Brush 72 has been brought back into full service and is ready for conflagration response. Discussion of grounds maintenance at Five Rivers; the concrete pad for the water tanks has been scheduled. **Administration.** Office Administrator

Wendy Rush Knudson has been making some changes on the website to allow for easier navigation, scheduling, etc., and also included information on the ISO rating. She will be updating photos of the stations and vehicles. It had 13,467 views in March. Mr. Holt commented that being able to get burn permits online was great. Mrs. Knudson pointed out that the form is separate from the website so the information is available to responders and burning season notices can be emailed. The Wildfire Protection Program is also on the site and property can be checked out for fire hazards and protection, as well as smoke detectors checked.

8. Volunteer Report. No formal report, but Chief Mason commented that there are two new firefighters working through the program and they have been very active. Mrs. Knudson also mentioned the recent visit to the station by the kindergarten.

9. Union Report. None.

10. Finance Report. Mr. Quick reported \$868,360 cash on hand at the end of March. Current year tax levy is 2.9% over budget with another good deposit to be received in June. The Equipment Levy is also over budget, as are previously levied taxes. Sale of surplus property is at \$33,948 with a budgeted amount of \$5,000. Building maintenance and vehicle fuel costs are high and there will need to be a budget transfer at the end of the year. Moved by Mr. Battles, seconded by Mr. Holt, to accept the financial report as presented; motion carried. Moved by Mr. Battles, seconded by Mrs. Menefee, to pay the bills; motion carried.

11. Correspondence. None. Information on the SDAO Conference was in the notebooks.

12. Old Business. **a. City Lease.** Chief Mason had sent the proposed lease to Legal and their suggestions were then forwarded to the City and to Mr. Pankey. The City Manager made corrections and a signed final form was presented to the Board for signature. Moved by Mr. Battles, seconded by Mr. Holt, to approve the lease; motion carried. **b. Civil Service.** There has been one applicant for the Civil Service Commission, and two more are needed. Chief Mason had included the Civil Service Rules in the Board packet so they can be familiar with them when setting up the new commission. This will be a recurring item on the agenda until completion. **c. Goal and Project Review.** Chief Mason reviewed the list of goals and everything has been completed except the Engine Equipment Continuity list which is in the upcoming budget for the Equipment Levy so the money won't be available until next year. The water at Five Rivers is also a project for next years budget. The boat is just waiting for the Port to get electrical work done. The grants have all been submitted, and he is just waiting for a response. The Ambulance Lease/Share has been completed and the Rescue has been responding to calls. The CERT trailer is done. Other than budget items and the Port, everything has been completed.

13. New Business. **a. Budget Officer.** Moved by Mrs. Eckerman, seconded by Mr. Battles, to appoint Chief Mason as Budget Officer; motion carried. A budget calendar had been prepared by Mr. Quick and the first Budget Committee meeting is scheduled for May 12, 2022. **b. Budget Committee.** There were two openings on the Budget Committee, and letters of application were received from Louise Solliday and Dakota Hartzell. Moved by Mr. Battles, seconded by Mrs. Eckerman, to appoint the two applicants to the Budget Committee; motion carried.

14. Chief's Report. Mackenzie is still on hold until the Board decides what to do with the building; they are still responsible for writing the grant for the upgrade and managing the grant on our behalf; that is part of the money that was spent. Civil Service Committee is on hold until there are

three members; need to keep working on that. School programs are continuing with the First Aid course being taught. With the relaxation of the mask mandate they will be starting CPR classes for the responders and for the community. Those will be advertised, as well as an upcoming EMR course for responders. The draft budget is underway, just waiting for some cost figures. Mr. Quick is working on the LB forms. Nothing new to report on the grant funding; he will reapply to Siletz in June for more hose. He is preparing four budgets: one original, one for each grant, and one for all grants. The Budget Committee will have to decide if the grants are to be included. If they are put in but not received, nothing is changed. The lease and the projects and goals had already been discussed. Mrs. Menefee asked about the Cadet program at the school; Chief Mason has not talked to them about it recently but would still like to get it started. He is still trying to work with the school to present the "Every 15 Minutes" program, even if he has to do a modified version. Discussion of that program and the need to emphasize reality in order to get the message across to teenagers. Mrs. Menefee mentioned a wildland program camp at Sweet Home. Chief Mason said they have been doing wildland programs at the school. The Conex is clean and ready to go. Mrs. Eckerman read a letter from Chief Mason asking that it be declared surplus and sold. Moved by Mr. Holt, seconded by Mrs. Menefee, that the 20' x 8' x 8' Conex Storage Box #CBLU0702157 be declared surplus and listed for sale; motion carried. Mrs. Menefee advised Chief Mason that her lock code was not working at Tidewater; that lock has been having some problems and may need to be replaced.

15. Question from Citizens or Viewing Audience. Carrie Gorman read a letter from the COCFRD volunteers and paid staff requesting the resignation of Buster Pankey, Kathryn Menefee, and Todd Holt and declaring a vote of no confidence in their ability to direct the District. Lieutenant Shi Bucher, speaking as an individual, asked for the resignation of Mrs. Menefee and Mr. Holt, stating that he has been lied to by both, they are taking credit for things they didn't do, they continue to ignore policies and statutes, and he echoed the vote of no confidence. Greg Dunn, speaking as a private individual, having seen documents online regarding attorney invoices, questioned who authorizes the members to consult the attorney. Mr. Pankey stated that it was within his rights as President to consult the attorney at any time, and Mrs. Menefee said that she had been authorized to do so by Mr. Pankey. He said that he had been assured by Attorney Cooper that he could contact her any time. Chief Mason pointed out that this was a violation of Board Policy, with which the attorney is apparently not familiar. Mr. Pankey acknowledged that he was in error, and he and Mrs. Menefee said that they had depended on the advice of the lawyer. Chief Mason pointed out that the Board had two roles, budget and policy, and that the Board had just recently finalized and signed the updated policy. Mrs. Menefee said that she was not familiar with portions of policy which had been discussed before she took office; Mrs. Knudson reminded her that the policy had been included with the information which was given to the new members when they came on to the Board. Linda Caskakon asked if there is a line item in the budget for the Board members calling the attorney and if not, who would pay for the calls. There is a budget for legal services, but it is not detailed for any department. Mrs. Eckerman then read the pertinent portion of the Policy which states that no individual Board member may speak for, or act on, behalf of the Board or District except as authorized to do so by official Board action and recorded in the official minutes. Bernice Barnett again addressed the Board and advised them to not speak as representing the Board but only as an individual, defended the members as having followed the attorney's advice, told Chief Mason he was incompetent because he had never been a Fire Chief before, and suggested contacting the

lawyers for a definitive policy answer. Firefighter Charlie Lesiecki, who has chosen to volunteer with COC, indicated that he can't vote in the election as he resides in Yachats, but is very proud of the accomplishments of the COCFRD staff and would like the controversy to end as we all need to work together.

16. Good of the Order. None.

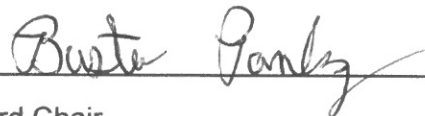
17. Adjournment. There being no further business to come before the Board, the meeting was adjourned at 6:37 p.m.

Respectfully submitted,



Jan K. Hansen, Recording Secretary

Approved:



Board Chair