

## CENTRAL OREGON COAST FIRE & RESCUE DISTRICT

### BOARD OF DIRECTORS MEETING

APRIL 18, 2024

**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 4:00 p.m. on April 18, 2024. She explained the procedure for participation by the audience of the live-streamed meeting.

**2. Roll Call.** Directors present were Rick Booth, Reda Eckerman, Jon MacCulloch, and Greg Dunn; Zach Akin was excused. A quorum was present.

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

**4. Approval of Minutes.** Moved by Mr. Dunn, seconded by Mr. MacCulloch, to approve the minutes of the regular Board meeting of March 21, 2024; the Special Meeting of February 22, 2024; and the Workshop on April 9, 2024, as presented; motion carried.

**5. Fiscal Year 24/25. Budget Committee.** Office Administrator Rush had contacted last year's Budget Committee and had not heard back from Dakota Hartzell, but was able to obtain a replacement. Moved by Mr. Booth, seconded by Mr. MacCulloch, to appoint Jovita Ballentine, Steve Barham, Louise Solliday, Susan Swander, and Joe Vandehey to the 2024/2025 Budget Committee; motion carried.

**6. Citizen Participation.** None. At this time, 4:04 p.m., President Eckerman declared a recess of the meeting to allow Captain Knudson to fix the sound system, which was not recording. At 4:12 p.m. the meeting resumed, with audio.

**7. Staff Presentations. Maintenance.** Maintenance Office Erich Knudson reported that he has been at the Tidewater station working on the wrap on the heavy brush truck; it's looking good. Because he is doing it in-house he has been able to do some extras, like the gps navigation system. He hasn't done the service truck yet but there should be enough wrap left to do it. He will show the heavy brush truck at the next meeting and should have the service truck finished by the end of May. **Administration.** Office Administrator Wendy Rush has been busy assisting on the budget; she is also working on the Board sweat-shirts and they will look like the rest of the shirts.

**8. Volunteer Report.** Ms. Rush reminded everyone that there would be Bingo the next night. They plan on selling slushies and popcorn for Beachcombers, and have a hot dog machine which will spare the propane from using the grill. They are ready to have a meeting for the scholarship; the last Bingo game put them over the necessary amount. They like to time it for when the high school scholarships are done, although it is open for anyone, including the volunteers. Mrs. Eckerman asked about the procedure to apply; they fill out a volunteer application and write an essay on why they want to do it. If awarded, they have to volunteer so many hours in return, based on their capabilities.

**9. Union Report.** None.

**10. Finance Report.** Mr. Quick reported \$567,167 on hand at the end of March. Current levy receipts were at \$1,064,608, which is just \$36,726 under budget for the year and previous levied funds are well over the amount budgeted. Interest income was \$10,928. Personnel costs are running over because of overtime. Grants received to date have amounted to \$49,358. Resolutions regarding the equipment reserve account will be put on the agenda for the next meeting. Moved by Mr. Dunn, with a conflict on Check #74424, seconded by Mr. MacCulloch, to accept the financial report as presented and pay the bills; motion carried.

**11. Correspondence.** None.

**12. Old Business.** At the workshop the Board discussed changing the EF Recovery Resolution to an ordinance and turning the fee schedule into a resolution. President Eckerman read **Ordinance No. 2024-01 Emergency Services Cost Recovery Ordinance** twice by title; moved by Mr. Dunn, seconded by Mr. MacCulloch, to approve Ordinance No. 2024-01 as read; motion carried. Moved by Mr. MacCulloch, seconded by Mr. Booth, to approve **Resolution 2024-03 Cost Recovery Schedule of Fees** as presented; motion carried. These fees do not apply to taxpayers in our district; EMS fees only apply for treatment before transport and they are billed to insurance. Fees apply if the cause was negligence.

**13. New Business. Workshop.** As discussed at the workshop, Chief Mason asked for direction from the Board to set up a workshop with the City. This would be an opportunity for both entities to get an update on what is going on. Moved by Mr. MacCulloch to give Chief Mason the authority to contact the City Manager to set up a joint workshop with the City Council and the Fire Board to provide an opportunity to come up with a plan that would work best for all involved; seconded by Mr. Dunn; motion carried. **Community Poll.** There had been discussion at the workshop about setting up a community poll to see the community's feelings with regard to the status of the fire station; Chief Mason does not have funding set aside for a mailing which is estimated to cost \$1500. Mrs. Eckerman and Mr. MacCulloch both emphasized the desire for community input but would like to do so without needing a meeting. Discussion of ways to winnow out duplicate responses. Moved by Mr. Mr. MacCulloch, seconded by Mr. Booth, to spend up to \$1500 to do mailers for polling information; motion carried.

**14. Chief's Report.** Chief Mason reviewed the status of grants. The Ford Family Foundation just needs the final report of how it was spent, and the Oregon Seismic Grant notification will possibly be in May. The OSFM Tenders are built so ours should be arriving soon; the SPIRE PWC with trailer should be here in May. He should know by next Wednesday about the Confined Space Equipment, but the FEMA grants won't be awarded until September. He submitted a proposal today to Congresswoman Val Hoyle for funding. We were awarded \$35,000 for the Wildland Staffing Grant so he will be upping the staffing from June 1<sup>st</sup> to October 31<sup>st</sup>. He is still waiting for the reimbursement of \$26,000 from the Fire Marshall's office for last year's fire. The tender which was declared surplus is still here pending the arrival of the new tender. Surplus hose is just stored right now; it's not a priority. The proposal to the City is tabled until the workshop. The draft budget meeting was on the 16<sup>th</sup> and he should have the numbers to Mr. Quick by the end of the month. The Budget Committee meeting will be held at the same time as the regular meeting; the budget meeting at 4:00 and the regular meeting following.

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

**16. Citizen Participation.** None.

**17. EXECUTIVE SESSION.** At 4:47 p.m. the regular meeting was closed and an Executive Session was called under ORS 192.660(2)(i) "To review and evaluate the employment-related performance of the chief executive officer of any public body, a public officer, employee, or staff member who does not request an open hearing." At 5:25 the Executive Session ended and the Board returned to open meeting. No decisions were made during the Executive Session.

**18. Actions, if any, from Executive Session.** The Board completed the overdue annual review and considered the contract of Chief Mason. Moved by Mr. Booth, seconded by Mr. MacCulloch, to accept the amended previous contract as presented; motion carried. Moved by Mr. Mac-Culloch, seconded by Mr. Booth, to amend the motion to make the contract effective retroactive as of March 1, 2024 and in Section 5 the date changed from March 1<sup>st</sup> to July 1<sup>st</sup>; motion for the amendment approved. Motion for the amended motion approved. The Board commended Chief Mason on his job performance and his willingness to participate in operations when necessary. He said that going forward with the budget there is a need to look at overtime. There are still a lot of things that need to be done and he is looking forward to being able to add two people as part of the Wildland Staffing Grant.

**19. Good of the Order.** Chief Mason had a couple of items he had not included in his report and he wanted to make sure the Board was aware of them. The first one was the proposed workshop, which has been covered. The second concerned his email contact with GHR Lawyers as an alternative to our current legal representation. He does not have an issue with Local Government Law Group except for the fact that they represent COCFRD, Seal Rock Fire, and Yachats Fire, which seems to lead to a lot of conflict of interest in working with the other two districts. GHR indicated that they would be willing to be a general employment advice counsel; in addition their fees are lower. Chief Mason felt he had gone as far as he could and suggested a meeting with their representative, Jennifer Gaddis, and the Board, either in person or by ZOOM. Following discussion, it was recommended that Chief Mason invite her to attend the June Board meeting.

When AFG grants opened Val Hoyle's office sent out an offer to fire chiefs offering her assistance in obtaining grants. Chief Mason responded to her offer as he has been trying to get a Type 1 Engine for two years and his grants don't go through because the demographics aren't good enough. She did a letter of support to go along to FEMA with his current grant application. A couple of weeks ago Hoyle's office sent another letter to him saying that every year they review projects and asked if he would like to apply. They sent him an application and based on a history of awards he applied for \$3M. This would cover finalization of obtaining the building and dedicating funds for fire flow, and that the \$2M for the building would help cut a future bond request almost in half. There were a lot of questions, and as part of the project he included two public charging stations in front of the building, which could add possible funding from ODOT. This is not a matching grant. It was sent out today; the deadline is yet to be determined.

**20. Adjournment.** There being no further business to come before the Board the meeting was adjourned at 5:47 p.m.

Respectfully submitted,

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Jan K. Hansen, Recording Secretary

Approved:

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Board Chair