

**NEHALEM BAY FIRE AND RESCUE DISTRICT
BOARD OF DIRECTORS MEETING / BUDGET HEARING
JUNE 16, 2022 – 7 P.M.
36375 Hwy 101 N.
Nehalem, OR 97131
and via Zoom:
Meeting ID: 8563999 4686**

*As noted in the 08/16/2022 board meeting minutes,
the NBFDR Treasurer for FY 2021-22 was John
Steele, not Robert Forster.*

I. CALL TO ORDER

President John Handler called the meeting to order at 7:00 p.m. Board members in attendance were Vice President Mike Sims, Treasurer Bob Forster, and Director John Steele. Also present were Fire Chief Chris Beswick; Executive Assistant Kristen Coyle attended via Zoom. Secretary was absent for the roll call; he arrived later at 7:54 PM.

II. WELCOME TO VISITORS

A. PUBLIC COMMENT

There were no members of the public in attendance.

B. READING AND APPROVAL OF BOARD MEETING MINUTES FOR MAY 12, 2022

Handler asked the Board members if they had any corrections or comments after reviewing the minutes from the May 12, 2022 Board Meeting.

Sims made a motion to accept the minutes as presented; Steele seconded the motion. Handler called for the question; motion passed unanimously 4-0.

III. FINANCIAL REPORTS

The Board reviewed the Bills Paid, Visa Charges, and the Profit & Loss vs. Budget reports for the month of May. Beswick responded to board questions concerning rescue operating supplies; he also provided a demonstration of newly purchased rechargeable flares.

Sims made a motion to approve the May 2022 financial reports as presented. Forster seconded. Handler called for the question; motion passed unanimously.

IV. STAFF REPORTS

A. FIRE CHIEF'S REPORT

Beswick presented the call volume; there were 63 calls for the month of May; 43 calls were EMS related. He noted that the monthly volume is lower than normal for this time of year. He indicated there was one structure fire and water rescues are beginning to pickup. Year to date call volume is still 6% higher than 2021. Beswick noted ambulance response time has improved, and he noted Adventist Ambulance's hiring initiatives.

Beswick provided volunteer counts and noted that the Drone Volunteer program has kicked off; there are now three volunteers who are FAA Part 107 licensed.

Beswick provided an update of the Solar Project and possible funding grants. Based on a recent meeting with Tillamook PUD, he discovered the planned system was larger than TPUD allows

for battery storage. Handler clarified; per his discussion with TPUD, the district can have the larger system; however, it cannot sell back into the grid.

Beswick noted after researching the requirements for the Oregon Department of Energy Grant as a possible funding source for the solar panel project, he discovered the grant process is extremely complicated, and it would not be feasible to overcome all the requirements. However, the project met the requirements of a Federal Hazard Mitigation Program Grant. Beswick applied for this grant in February and was originally denied. It has subsequently been re-opened and it has been given the green light to be approved. The grant would fund up to \$285,000 as a 75% match. Beswick thinks the district's system would cost up to \$100,000. Beswick noted he cannot find a vendor to do a canopy system so he would be requesting roof-mounted bids. He answered Board question concerning the replacement of the roof for the solar project. Although he feels the cost of a new roof could possibly be re-done with the grant funds, Station 13's roof has 20 years left of a 30-year warranty; the addition of solar panels would not negate the warranty.

Beswick informed the board that he cannot find anything that meets the District's requirements to replace the Beach Rescue van. The replacement vehicle would need to hold 6 fully dressed members. As an alternative to purchasing a replacement vehicle, Beswick believes the Rescue Apparatus could be re-outfitted to also serve as a Beach Rescue via a lift kit, installation of shoulder seatbelts, and re-arrangement of the box. The cost is more economical than the funds allocated in the budget for a new vehicle purchase. Although the Rescue is a 2010 model, it has no mechanical problems and only 8,000 miles. The approved FY 2022/23 budget allowed for a \$100,000 replacement capital expenditure.

There was consensus among the board members to move forward with this alternative beach rescue vehicle replacement plan.

Beswick reported the sale of one of the two single jet ski trailers at the \$1,250 per unit price. He is seeking board approval to sell the remaining trailer at an offered price of \$800. This offer came in at the beginning of the process and was rejected.

There was consensus among the board members to allow Beswick to sell the remaining unit for \$800.

Beswick plans on holding an open house to the community on Saturday, July 2 from 11-3. In addition to serving food, there will be a kid area, Smoky the Bear appearance, a live-extrication demonstration, a drone demonstration, and a rope demonstration. Beswick has offered an invitation to EVCNB and the Medical Reserve Corps to participate but he has yet to hear a reply.

The State Fire Marshal's Office recently published a flyer with numerous grant opportunities; the flyer was included in the board packet. Beswick applied for, and was awarded, \$26,400 as part of the 2022 Wildfire Season Staffing Award. This will allow the district to hire 3 PT Firefighters for the July – October season. Beswick indicated he has yet to sign the final paperwork, and he would elaborate more in the New Business section of the agenda. He also noted the OR Fire Service Staffing Grant will be awarded in the winter; it will fund a full-time permanent position, similar to a SAFER grant. He intends to apply when the application period opens. Beswick also indicated he intends to apply for the Wildland-Urban Interface Readiness Grant to be awarded later in the year. The grant funds projects that support fire service agency readiness; Beswick is hopeful a training system for Station 11 would qualify. He noted that the award of one grant does not lessen the applicant's chances of receiving subsequent grants.

Beswick reminded the board that the District still needs one board member to enroll in SDAO's Board Education Training Program to realize a discount on several lines of insurance. Several directors instructed Coyle to send them enrollment information.

B. TRAINING REPORT

The May 2022 training report prepared by Division Chief/Training Officer Jesse Walsh was provided. Beswick highlighted a rope rescue awareness / operations course; he feels that the District needs additional capacity in this area. He also highlighted a relay pumping drill; it covered situations encountered during the last 3 structure fires. He also highlighted a trench rescue awareness class; to his knowledge he is the only certified trench rescue technician in Tillamook County. Handler indicates some of the local contractors may have trench rescue equipment; Beswick indicated he would follow up. Finally, Beswick highlighted the volunteer drone pilot on-boarding meeting; he also noted the recent purchase for a vehicle mounted monitor for better clarity of images captured by the drone camera during incident response.

IV. UNFINISHED BUSINESS

A. NO UNFINISHED BUSINESS

VI. NEW BUSINESS

A. HIRING SEASONAL PART-TIME FIREFIGHTERS

This appeared as New Business Item D. in original agenda; it was moved up per the request of the Fire Chief

Beswick elaborated on his plan, mentioned in the Chief's Report, concerning the funds awarded by the OR Office of State Fire Marshal's Wildfire Season Staffing Grant. The \$26,400 in funds awarded allows the District to fund three part-time firefighters; Beswick plans each FF to work two 9-hour shifts per week, attend 2 hours of drills per week, and respond to some off-duty calls. He plans for the new positions to augment existing volunteers, and he would allow out-of-district hires to live at Station 13 quarters during the seasonal assignment. He will require the firefighters to be FF1 and at least EMR certified

Forster made a motion to hire three part-time seasonal firefighters to be funded by a \$26,400 grant from the OR State Fire Marshal's Office; Sims seconded. Handler called for the question; motion passed unanimously 4-0.

B. PUBLIC HEARING ON BUDGET FOR FISCAL YEAR 2022/23

This item appeared as New Business Item A in the original agenda.

At 7:46 PM Handler opened a public hearing for the Fiscal Year 2022-23 Budget. There were no members of the public in attendance. The hearing was open for approximately 30 seconds and was closed.

C. RESOLUTION 22-07 A RESOLUTION ADOPTING THE FISCAL YEAR 2022/23 BUDGET, MAKE APPROPRIATIONS, IMPOSE AND CATEGORIZE TAXES.

Beswick handed out a recommended revision to the Fiscal Year 2022/23 Budget approved by

the Budget Committee. The changes reflected the following:

General Fund:

- Revenues increase by \$101,400 reflecting the award of the \$26,400 Wildfire Season Staffing Grant and anticipated \$75,000 award from the Hazard Mitigation Program Grant.
- Personnel Services increased by \$21,077 to reflect the hiring of three part-time seasonal firefighters.
- Material and Services increased by \$900 to reflect additional uniform costs relating to the hiring of the three part-time seasonal firefighters.
- Transfers Out increased by \$75,000; this includes a \$50,000 decrease to the Equipment Reserve Fund and a \$125,000 increase to the Construction Reserve Fund.
- Unallocated increased by \$4,423 to balance the budget in light of the changes noted above.

Equipment Reserve Fund:

- Revenues decreased by \$50,000 to reflect the reduced resources need to retro-fit the 1349 Rescue as a Beach Rescue as opposed to purchasing a new apparatus
- Capital Expenditures decreased by \$50,000 to reflect the reduced costs to replace the beach rescue unit.

Construction Reserve Fund:

- Revenues increased by \$125,000 to reflect an increase transfer in from the General Fund due to the anticipated Hazard Mitigation Program Grant.
- Capital expenditures increased by \$100,000 to reflect the installation of a solar panel system at Station 13.
- Unallocated funds increased by \$25,000 to reflect a balance budget.

Coyle presented a revised Resolution 22-07 that reflects the proposed changes above.

The budget for Fiscal Year 2022/23 is \$2,801,400. It appropriates the budget as follows:

GENERAL FUND

Personnel Services	\$ 947,353
Materials & Services	396,057
Capital Outlay	325,700
Debt Services	71,576
Transfers	235,000
General Operating Contingency	45,000
TOTAL GENERAL FUND Requirements	\$2,020,686

EQUIPMENT RESERVE FUND

Capital Outlay	\$ 50,000
----------------	-----------

CONSTRUCTION RESERVE FUND

Capital Outlay	\$ 100,000
----------------	------------

Total **UNAPPROPRIATED** and **RESERVE FUNDS** \$ 630,714

Total Adopted Budget \$2,801,400

The Resolution also imposes taxes for the budget at an assessed rate of \$1.15 / \$1,000 assessed value for all taxable property within the Fire District as of July 1, 2022.

Secretary Bridge joined the meeting. Handler re-capped the proposed changes to the budget.

Forster made a motion to Adopt Resolution 22-07 A Resolution to Adopt the Fiscal Year 2022/23 Budget, Make Appropriations, Impose and Categorize Taxes. Sims seconded. Handler called for the question; motion passed unanimously 5-0.

D. RESOLUTION 22-08 A RESOLUTION TO DESIGNATE STATE PARK EQUIPMENT REIMBURSEMENT

This item appeared as New Business Item C in the original agenda.

Beswick informed the board that there has been on-going debate between north coast fire agencies and Oregon State Parks regarding billing for rescues on state parks. Although the state agency maintains that the person being rescued would be responsible for all bills, it offered \$2,000 to the District to purchase rescue equipment. Beswick indicated that the District recently purchased a new rescue litter and wheel for pack-outs. He recommends the Board pass a resolution designating the \$2,000 received as Miscellaneous Income within the General Fund and appropriating \$2,000 to Materials and Services/Rescue Operating Expenses within the General Fund.

Sims made a motion to adopt Resolution 22-08 A Resolution to Designate State Park Equipment Reimbursement; Steele seconded. Handler called for the question; motion passed unanimously 5-0.

E. HOUSE BILL 4061 AND HAULED WATER

Handler handed out some information regarding compliance issue water haulers of potable water encounter.

Beswick explained that in the past, the district has hauled water for non-potable purposes to district residents, generally in the summer. House Bill 4061 places new restrictions on hauling water. The intent of the bill was to eliminate water supply to illegal cannabis growing operations in drought impacted parts of the state. In the past, the City of Manzanita would sell water to district residents as needed (for example, if a well went dry) and NBFDRD would haul the water to the resident's site.

SDAO recommends the district discontinue this practice; a copy of their correspondence was provided in the Board Packet. Beswick consulted with the City of Manzanita; the City is planning to discontinue bulk water sales except for construction purposes. Beswick recommends that the Board make a motion to cease bulk water deliveries to residents, with an exception for fire suppression purposes.

Discussion ensued. Topics covered included notification process to past water delivery recipients and identifying other essential reasons (besides fire suppression) for water deliveries.

Sims made a motion to follow SDAO's recommendation to discontinue water deliveries to district residents, except for fire suppression purposes. Bridge seconded. Handler called for the question; motion passed unanimously 5-0.

VII. REVIEW / SET NEXT MEETING DATE

The next monthly board meeting was scheduled for Thursday, July 14, 2022 at 3:00 PM

VIII. ADJOURNMENT

President Handler adjourned the meeting at 8:14 p.m.

MINUTES APPROVED BY BOARD
June 29, 2022


John Handler, President

ATTEST: 
Charles Bridge, Secretary