

**NEHALEM BAY FIRE AND RESCUE DISTRICT
BOARD OF DIRECTORS MEETING
SEPTEMBER 8, 2022 – 7 P.M.
36375 Hwy 101 N.
Nehalem, OR 97131**

Zoom Meeting ID 839 1478 3024 Password: 730084

Vice President Mike Sims called the meeting to order at 7:00 p.m. Board members present for the roll call were Treasurer John Steele, Secretary Charles Bridge, and Director Bob Forster. Also present were Fire Chief Chris Beswick and Executive Assistant Kristen Coyle. President John Handler joined the meeting at 7:05 PM.

I. WELCOME TO VISITORS

A. PUBLIC COMMENT

Two members of the public, Mrs. O'Connor of Nehalem and NBFRD Captain Frank Knight, were in attendance; neither had any comments.

B. READING AND APPROVAL OF BOARD MEETING MINUTES FOR AUGUST 16, 2022

Sims asked the Board members if they had any corrections or comments after reviewing the minutes from the August 16, 2022 Board Meeting.

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

III. FINANCIAL REPORTS

The Board reviewed the Bills Paid, Visa Charges, and the YTD Profit & Loss vs. Budget reports for the month of August. Beswick responded to board questions regarding Unrestricted Donation/Grant revenue as well as lodging and fuel expenditures.

Bridge made a motion to approve the August 2022 financial reports as presented; Handler seconded. Sims called for the question; motion passed unanimously 5-0.

IV. STAFF REPORTS

A. FIRE CHIEF'S REPORT

Beswick presented August's call volume; there were 78 calls for the month; Beswick provided an overview for responses to two fires, three high angle extrications, and six water rescues. There were 57 EMS calls for the month. Beswick presented ambulance response times.

Beswick provided a volunteer update; one of the new drone team volunteers has become a firefighter recruit.

Beswick provided a wildfire update: two members and the brush truck recently returned from the Rum Creek Fire, and two members and a water tender were still deployed to the Sturgill fire. Beswick noted he will be holding responses to out of district deployments during the weekend due to local wildfire threat.

Beswick provided an update to the solar panel project. The grant package, which exceeds 100 pages, is ready to be submitted. It requests a 25 kw system with a 40 kw battery pack. Beswick noted this size should enable St. 13 to run at full load for 30 days, and at limited load indefinitely. He noted that the grant, if awarded, would be funded next fiscal year; therefore, a supplemental budget would not be required. Beswick responded to board questions regarding the system.

Beswick noted that the Manzanita ambulance quarters is being sold; he would like to explore options to enable the ambulance to utilize St. 13 as quarters. The board posed several detailed questions regarding how an arrangement would work. Beswick re-iterated he is in the exploratory phase and would like the Board's consent to pursue. The board members encouraged Beswick to begin discussions with Adventist Health.

Beswick noted the auditors were on site last week for their annual fieldwork. He anticipates no issues to be noted other than the normal segregation of duties comment as a result to the limited number of district employees.

Beswick noted the City of Nehalem will hold a public meeting on September 12th and plans to declare a six-month moratorium on new hookups to the City's water system in the area north / northeast of Bob's Creek from North Fork Road and East of the intersection of North Fork Road and McDonald Road. He noted that the hydrants in this area have been bagged. Discussion amongst attendees ensued; topics included locations of bagged hydrants inside and outside the moratorium area, ORSs and OARs relating to water systems, pressure and fire flow benchmarks, alternative means to get water for fire suppression, and location of possible leaks to system. Beswick noted that the District is engaged to help find solutions; however, the City of Nehalem bears responsibility of the system.

Beswick noted the new Timberwolf engine is nearly complete; there is one part remaining to be installed prior to the final inspection. Beswick will get more information from the manufacturer regarding the part, and he anticipates the new engine will be delivered no later than the end of October.

Beswick noted that Volunteer Fire Association will be holding its annual picnic over the weekend, and it invites the board members to participate.

TRAINING REPORT

The August 2022 training report prepared by Division Chief/Training Officer Jesse Walsh was provided. Beswick noted that most of the drill sessions were held at a donated structure located in Manzanita. The structure will be available for the next couple of months. Beswick noted that the structure will not be utilized as a fully involved "burn to learn".

IV. UNFINISHED BUSINESS

NO UNFINISHED BUSINESS

V. NEW BUSINESS

A. RESOLUTION 22-12 DESIGNATION OF AGENT RESOLUTION FOR HAZARD MITIGATION GRANT PROGRAM

The Hazard Mitigation Grant, intended to fund the solar panel project, is ready for submission. It requires the board to designate an agent to act on behalf of the fire district through the grant process. Resolution 22-12 designates Fire Chief Chris Beswick as the agent for the grant.

Bridge made a motion to pass Resolution 22-12, Designation of Agent Resolution for Hazard Mitigation Grant Program, as written; Forster seconded. Sims called for the question; motion passed unanimously 5-0.

B. RESOLUTION 22-13 A RESOLUTION TO DESIGNATE COVID-19 VACCINATION INCENTIVE REVENUE

The District recently received a check in the amount of \$15,000 from the Columbia Pacific CCO (Coordinated Care Organization) in recognition for the District's COVID-19 vaccination program. The revenue was unanticipated when the FY 2022-23 budget was prepared. Resolution 22-13 appropriates, within the General Fund, \$15,000 in revenue to Donations / Grants and \$15,000 in expenditures to Materials and Services.

Bridge made a motion to pass Resolution 22-12, Designation of Agent Resolution for Hazard Mitigation Grant Program, as written; Forster seconded. Sims called for the question; motion passed unanimously 5-0.

C. REVIEW POLICY 1.8 – REIMBURSEMENT OF EXPENSES

This policy, which was last reviewed in August 2018, establishes guidelines relating to reimbursement and compensation of board members when performing official duties for the District. Beswick noted he verified the referenced statutes and aside from making formatting changes, he made no changes to the policy. He recommended the board adopt the policy as written.

Steele made a motion to adopt Board Policy 1.8 – Reimbursement for Expenses, as presented. Handler seconded. Sims called for the question; motion passed unanimously 5-0.

D. REVIEW POLICY 1.9 – FORMATION, AMENDMENT, AND SUSPENSION OF BOARD POLICY

This policy, which was last reviewed in August 2018, establishes guidelines relating to formulation, amendment, and suspension of Board policies. Other than correcting some grammatical errors and changing the format, Beswick made no changes to the policy. He recommended the board adopt the policy as written.

Forster made a motion to adopt Board Policy 1.9 – Formulation, Amendment, and Suspension of Board Policy, as presented; Steele seconded. Sims called for the question; motion passed unanimously 5-0.

VI. OTHER BUSINESS / ANNOUNCEMENTS / COMMENTS

No items noted.

VII. REVIEW / SET NEXT MEETING DATE

There was discussion concerning the timing of board meetings; Beswick's availability for on-going evening meetings is limited to Tuesdays. It was decided to resume afternoon meetings; however,

the board would accommodate a future evening meeting should a member of the public notify the district of his/her inability to address the board during an afternoon meeting.

The next monthly board meeting was scheduled for Thursday, October 13, 2022 at 3:00 PM

VIII. ADJOURNMENT

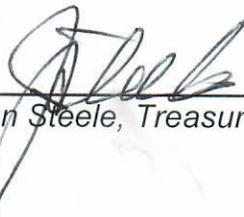
Sims adjourned the meeting at 8:06 p.m.

MINUTES APPROVED BY BOARD

October 20, 2022



Charles Bridge, Secretary

ATTEST: 

John Steele, Treasurer