

CENTRAL OREGON COAST FIRE & RESCUE DISTRICT

BOARD OF DIRECTORS MEETING

JUNE 27, 2024

1. Call to order. The rescheduled 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 Thursday, June 27, 2024. She reviewed the process for participation by viewers of the live-streamed meeting.

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

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

4. Budget Hearing. At 4:01 p.m. Mrs. Eckerman opened the public hearing on the proposed budget for the fiscal year 2024-2025. There being no public comment, the hearing was closed at 4:02 p.m.

5. Approval of Minutes. Moved by Mr. Dunn, seconded by Mr. MacCulloch, to approve the minutes of the Budget Committee meeting of May 16, 2024, the regular Board meeting of May 16, 2024, and the special Board meeting of June 11, 2024, as presented; motion carried.

6. Citizen Participation. None.

7. Reports. Staff. Maintenance Officer Erich Knudson reported that the maintenance truck is still not completed but he is working on it. The proposed ordinance in the packet would allow him to do repair work for other agencies, which could generate some revenue for the District. A fee schedule was included in the ordinance. Mrs. Eckerman recommended doing the fee schedule as a separate resolution to make changes easier. The proposal will be looked at for action next month. Office Administrator Wendy Rush submitted an update to Policy 6.2 adding per diem employees. Chief Mason explained that there are several previous employees who are willing to come back on a case-by-case basis, not as part-time employees, when regular employees are not doing coverage. Following discussion, it was moved by Mr. Dunn, seconded by Mr. MacCulloch, to add Policy 6.2 G5 to the policy; motion carried. **Correspondence.** Ms. Rush had a thank-you card from a medical walk-in individual. **Volunteer Report.** There was another successful Bingo night; getting close to the maximum grand prize. They have been maxing out the occupancy. They did slushies and popcorn for Beachcombers and plan on doing hamburgers for the July safety get-together. **Union.** No report.

8. Finance Report. Mr. Quick reported a total of \$434,342 cash on hand at the end of May. Current levy funds are under by \$9,000, but we should get more by the end of this month. Prior levy is more than budgeted. Personnel is over budget by \$5,000. Legal fees are \$6,184; fuel is under budget; vehicle maintenance is \$17,253 over budget. He will have resolutions for the next meeting after the close of the year. Moved by Mr.

MacCulloch, seconded by Mr. Dunn (with a conflict on Check #74526), to accept the financial report as presented and pay the bills; motion carried. Mrs. Eckerman read **Resolution No. 2024-06 Adopting the Budget** for fiscal year 2024-2025 into the record. Moved by Mr. Dunn, seconded by Mr. MacCulloch, to approve Resolution 2024-06; motion carried.

10. New Business. At this time the schedule was changed in order to meet by ZOOM with Jennifer M. Gaddis, who is with Garrett Hemann Robertson P.C. Chief Mason explained that he has been looking for a different law firm as currently Central Oregon Coast, Yachats, and Seal Rock all have the same firm, which keeps leading to conflicts of interest. If we use a different firm we wouldn't have the potential conflicts and documents would go through more easily. The Board met with Ms. Gaddis, who has done some work with us previously, and after some discussion asked her to send a contract to Chief Mason to be reviewed and discussed at the next Board meeting. It will be on the agenda for July.

9. Old Business. Resolution Govt. Capital for discussion. Mr. MacCulloch explained that the original plan was to do a \$300,000 tax loan until November with Government Capital and they did the necessary steps for preapproval. However, he has been very concerned about the maintenance work that needs to be done before another year goes by and he checked with them and found out we were preapproved for up to \$750,000. As Chief Mason said, we are preapproved for the \$300,000 tax loan with no problem, or do we want to go ahead and get the \$750,000 and not have to worry for a couple of years until the next levy comes due. The \$750,000 would go into the LGIP account and would be withdrawn as needed, allowing funds to be available for the repairs that need to be done, such as the bay doors. The loan would be for 25 years, and there is no pre-payment penalty. The first payment would be due in 2025, and the levy would take effect in 2026, so the loan funds could make the first payment. Considerable discussion followed concerning ways to educate the public of the need to increase funding for the District. As of the 27th, Ms. Rush had received 65 responses from 1,800 fliers sent out; most of them want the station to stay where it is, but don't want to pay for it. Chief Mason said that the choice is to do a tax loan this year and pay it off, do another tax loan next year and pay it off, or go for the larger amount and not have to worry about it for a year plus have some extra money available to do some very necessary projects. There is the possibility of getting funds through Rep. Hoyle, which could help pay it off, but no guarantee. The levy wasn't raised in 2016 and with COVID in 2020 it was decided not to try to raise it, and now we are facing the consequences with the need to take out a tax loan. But that doesn't help fix the building. Adopting the resolution does not obligate the Board to a dollar amount, it just provides the option to make an informed decision at the July meeting as to how to proceed. Mrs. Eckerman read **Resolution No. 2024-07** into the record. Moved by Mr. MacCulloch to approve the resolution with the correction of the reading in Section 6. Bank Designation to change the calendar year to 2024 and it was \$10,000,000 not \$100,000,000 aggregate principal amount of obligations; seconded by Mr. Dunn but clarifying that this was not specifying any funding; motion carried.

10. New Business. New Auditor. Office Administrator Wendy Rush received a letter from our current auditors stating that they can no longer service our District. She has tried to contact other firms but has been unable to get quotes from anybody. With her current workload as heavy as it is, she asked if anyone would be willing to help her in trying to contact any available firms; she has a list of possibilities. Mrs. Eckerman volunteered to assist her. Further discussion of the increase in costs and potential ways of getting the public informed of why more funding is needed. It was suggested that Ms. Rush contact the current auditors to see if they would do one more year and what the increased cost might be, in view of the timing.

11. Chief's Report. Chief Mason provided an update on the current grants. The Oregon Seismic Grant was denied due to lack of funding; we are still waiting for our OSFM tender; he sent an email asking for an update on the PWC and trailer we were awarded by SPIRE; AFG grant decisions on vehicles and facilities upgrade will be made this summer and we should know by September; and he is applying for an ODF FEPP grant for the upgrades and equipment on HB 73. Rep. Hoyle added our \$3M request to her list and we may know the outcome by September. Surplus Tender 74 is still here waiting for the new vehicle to arrive and the surplus hose is in the process of being prepared to be considered surplus. He met with the school district and Sue Graves and they are all agreed to setting up an operations plan to be used in a disaster; OSU also wants to participate. This will put us in the county plan and make us eligible for BRIX. The CONNEX box is moving by tomorrow, so we can give the trailer back to the county and it is no longer on our insurance. In the event of any disaster it will be good to have a plan in place with the coordination of agencies.

12, Good of the Order. None.

There being no further business to come before the Board the meeting was adjourned at 5:38 p.m.

Respectfully submitted,

Jan K. Hansen, Recording Secretary

Approved:

Board Chair