

CANNON BEACH RURAL FIRE PROTECTION DISTRICT

MEETING Minutes July 15, 2019
1800hrs (6:00pm)

The Cannon Beach RFPD Board meeting for July 15, 2019 was called to order at 1800hrs (6:00pm) by President Garry Smith. Board members present are Garry Smith, Bob Cerelli, Mark Mekenas, Dave Herman and Rick Shaffer. Chief Matt Benedict was present along with DC Marc Reckmann, R/R White, Brian Smith, Scott Laird and Bill Cote.

Swear in new directors

Dave Herman and Rick Shaffer to be sworn in. President Garry Smith swears in both new board members.

Election of Board Officers

Nominations are open for President of Board. Cerelli nominates Garry Smith to Board President, nomination is seconded by Herman. All in favor, none opposed, Garry Smith is re-elected as board president.

Nominations are open for Vice President of Board. Mekenas nominates Bob Cerelli for Vice President, nomination is seconded by Herman. All in favor, none opposed, Bob Cerelli is elected as Vice President.

Nominations are open for Secretary/Treasurer. Cerelli nominates Mark Mekenas for Secretary/Treasurer, nomination is seconded by Shaffer. All in favor, none opposed, Mark Mekenas is elected as Secretary/Treasurer.

Agenda:

Smith would like to add Matt Benedict's return to the agenda and Notice of Designation of Special District Registered office and Registered Agent under new business. Cerelli motions to approve agenda with these two changes under new business, Mekenas's seconded. All in favor, none opposed.

Public Comment:

There is no public comment presented.

Minutes:

Approval of June 10, 2019 Board Meeting Minutes. Minutes are reviewed.

Mekenas moves to approve June 10, 2019 minutes, motion seconded by Cerelli. All in favor, none opposed. Motion carries.

Approval of June 10, 2019 Budget Meeting Minutes. Minutes are reviewed.

Cerelli moves to approve June 10, 2019 Budget Meeting Minutes, motion is seconded by Mekenas. All in favor, none opposed. Motion carries.

Financials:

Cote presents the Treasure's Report as written.

Smith asks why were we over \$9,000 for Building Maintenance. Reckmann states that this is due to the transfer switch. This is not a budget violation; we are not over for total services.

Cerelli motions to accept the Treasure's Report as presented, motion is seconded by Mekenas. All in favor, none opposed. Motion carries.

Bills are presented to be paid. Cerelli requests clarification as to what L& Curtis and Sons. Reckmann states it is Fire Distributor, they probably fixed air pack flow testing.

Cerelli motions to approve the payment of bills, motion is seconded by Mekenas. None opposed, motion carries.

Old Business

Annexation of the Tillamook County Property discussed. Smith states he has not done much in terms of Annexation at this time. Discussion regarding why annexation was requested occurs to bring new board members up to date.

Al Aya memorial is discussed. At this time, it has not been completed. Smith would like to see this be completed.

Roof Repair has been paid for in full. There is a warranty for 10 years labor and what the manufacturer warranty on the materials used. They sent all the certified BOLI wage in a file for roofing. This is public record

New Business

Notice of Designation of Special District Registered office and Registered Agent. This is a position that will receive legal notifications from the state. It can be anybody on the board. Chief

Benedict states that we should have it be an attorney to an attorney. Garry states that at this time we don't have an attorney and would need it to be us at this moment. Cerelli nominates it to be Garry Smith.

Chief Matt Benedict's return to the station as a part time email. Garry Smith sent a letter to Matt requesting Matt's return to chief. Chief Benedict would like it to be a modified schedule to come back to fulltime. As of this moment he is taking it day by day and come August meeting he will have a better understanding as to what that would entail. Chief Benedict states that he will be coming back fulltime. Cerelli states to keep the board updated as to how he is feeling. DC Reckmann assures that Chief Benedict and himself are in good communications and will be working together to provide effective service to the District. The Funding for Marc will go through until the 1st of August. Smith requests a bit more open communication regarding Chief Benedict's disposition in the future.

Hazard Mitigation IGA. If we have a natural disaster it will allow for federal funding if plan is in place. This is a County plan, Chief Benedict and Emergency Manager for the City are the representatives for our area within the county. No questions or concerns are posed regarding the Hazard Mitigation IGA.

Mekena's motions to approve the Hazard Mitigation IGA, Cerelli seconded. All in favor, none opposed. Hazard Mitigation IGA is approved.

Phone System is discussed. Phone system will be installed July 30th running off the current phone line. The fiber will not be installed until about November. We budgeted \$25,000 to do this, the phone system costs about \$5,000 and the fiber will cost about \$250 so we are under budget.

Alternative Funding is discussed. DC Reckmann wants to open the discussion regarding different opportunities for funding. There is discussion about requesting food and beverage tax through the city to obtain additional money. Smith states that he would like to figure out alternatives to funding besides another Levy. Discussion regarding city relations and the necessity to build these relationships in order to receive money from the district for the food & beverage tax. Herman motions to direct Chief Benedict and DC Reckmann to pursue discussions with the city regarding the food and beverage tax, motion seconded by Shaffer. All in favor, none opposed, motion carries.

Reports:

Chief's Report: Chief Report is presented. Fire on top of the tunnel in Arch Cape, two incidents. TJ in command, Verley looked with the drone. ODF took care of scene and cleared Cannon Beach Units. A few hours later we were called back to site. Cannon Beach units laid hose and assisted pumping. Working on FF2 courses in Nehalem. SDAO Grant for Fire pre-plans, Silvia has taken this on.

Recruitment and Retention Report: Reckmann mentions prior to presentation that this is a four year grant due to the need to start from the bottom with policies. Shaunna presents Report.

Shaunna states that it takes about 2 years from any R&R Coordinators to see any changes. Shaunna explains the processes of Recruitment and Retention. Recruitment is broken down into three categories: attracting recruits, screening recruits and selecting. With Selection Shaunna is not making the selection this is on the Lieutenants to select qualified candidates so Shaunna can maintain a positive liason for new recruits. Retention is broken down into three categories: motivate, appreciate and reward. Smith expresses some concern regarding paperwork process to apply to the district for a volunteer firefighter/EMT could discourage applicants.

Smith: Asks if we have gotten the door on 3227 fixed. Laird states that we will be hopefully getting this fixed soon. The door was supposed to get shipped today and are scheduled for repair on the 22nd if it is in. There was also a leak on 3226 and it was sent to Gresham to be fixed. Smith requests intern responsibilities. Who advises as to what their responsibilities are to be. Reckmann states that we are getting out of them that we are required. The messes within the station are more projects on the other firefighters.

Cerelli: States that there was an issue on the alarm in Arch Cape. Reckmann states that it is an issue within the alarm and will be replaced soon. Cerelli then commends Brian on his crew for packing the hose up to the fire in Arch Cape.

Mekenas: Thanks Rick and Dave for joining the Board, Welcomes back Chief and expresses gratitude for the volunteers.

Herman: Glad to help out and requests clarification on the intern program. Shaunna states that the intern program will become them working for us and we will pay for their school. Currently there are two residents and then when the intern program starts it will be only one. They are two different programs.

Good of the Order/Public Comment

Brian Smith updates the board on the Fourth of July Celebration. He states that Scott Laird is now a fulltime firefighter. Shaunna invites board members to come on Wednesday at 7:00pm to see promotion ceremony.

Mekenas motions to Adjourn; Cerelli seconded.

Adjourn at 19:40

Respectfully submitted by Allison Johnson

Bob Cerelli, Vice President CBRFPD

Date

