



# Cannon Beach

## Rural Fire Protection District

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## BOARD MEETING MINUTES – SEPT 11TH, 2023

\*Board may go into Executive Session per ORS 192.660 as needed\*

### General:

Date:	August 7th, 2023
Time:	18:00 hours (6:00 pm)
Location:	Cannon Beach Fire Station Board Room
Brought to Order Time:	18:00 (6:00 pm)
Adjourned Time:	20:45 (8:45pm)

### Attendees:

<input checked="" type="checkbox"/> Bob Heymann (President)	<input checked="" type="checkbox"/> Dave Herman (VP)	<input checked="" type="checkbox"/> Dave Pietka (Member) Zoom
<input checked="" type="checkbox"/> Jason Smith (DC) Zoom	<input checked="" type="checkbox"/> Heidi Dethloff (Member)	<input checked="" type="checkbox"/> Marc Reckmann (Fire Chief)
<input checked="" type="checkbox"/> Karen Apple (minutes)	<input checked="" type="checkbox"/> Jeneé Pearce-Mushen (Treasurer)	<input checked="" type="checkbox"/> Bill Cote (CPA) Zoom

### Call to Order:

The Cannon Beach RFPD Board meeting for August 7<sup>th</sup>, 2023, was called to order at 1800 hours (6:010 pm) by Bob Heymann

### Roll Call:

Board Members present: Bob Heymann, Dave Herman, Dave Pietka, Heidi Dethloff, Jeneé Pearce-Mushen

Changes to Agenda: None

### Public Comment:

None

Approval of August 7<sup>th</sup>, 2023 Special Board meeting minutes – Dave P moved to accept July 26<sup>th</sup> minutes, Heidi seconded and all approved.

**Treasurer's Report** – The treasure's report was read and written by Bill Cote. Highlights are summarized below in Bill's Report.

- Dave asked where we would be without the food tax. The Chief stated that we would not have full-time staff and fewer people to provide the services.

## Bills – None

## Correspondence – None

**Monthly review of board policies** – Chief went over moving away from paper checks and moving into bill pay and direct deposit. The Chief went over our process of how it is done now and is requesting to do online Bill-Pay. Bob did ask about the assessment of the code of each line item, and how that works. The Chief also explained that. Bob would like to figure out the “control” of this. The board agrees this needs more attention each month. Bob went over we limit the exposure of each bill each month. Bob would like to write a policy and Dave would like to review that policy after it is written. The board agrees.

## Call Response-

August, 2023 – Slower than last year but on average we are still on an upward trend. The chief didn't think our call response was terrible. He went over all the different locations and asked why it was a little bit slower. Bob did have a request for where we should be hitting on calls. Bob would like Arch Cape and CB and Ecola outlined, separate each one.

## Civil Service commission – None

## Old Business –

- Levy FAQ – The Chief would like between the board he would like to start posting on our website and getting out and talking. Can we start posting at this point? This is being discussed tomorrow night during city council. So, it will be out there, but the chief wanted to double check with the board tonight. Heidi went over what she rewrote to be clearer on this for everyone when presented.
- Financial oversight changes- went over Fibre Federal banking with Bill. Fibre Federal is not on the list of covered Insurance. When we get the food tax checks we are not insured. If FF fails, we would be out of all that money. This is an issue. Do we stay with FF or go with a different bank? Also, Bob would like to go over a review of the bills each month.
- Presentation to City Council Sept 12<sup>th</sup> – Bob went over the presentation for tomorrow night and why this is important. Bob wants to show the capital fund and reiterate the standard of cover and show the levy for the first time. The Chief wants to show the few changes that he has made. The one change is that Jason will give his talk first and then also Chief added PFT is not generating what is being projected and that is not true information. Chief wants to let everyone know that. The board agreed that that slide should be removed.

**New Business** – Contingent to pay off loan. Resolution 23-06 Transfer from contingency to pay off engine. Dave P moved forward with Resolution, Heidi seconded, all approved.

## Reports –

- Chief Report –Seismic material will start showing up in the next few weeks, Engine is here and will start being in service next month. COWS the new control cabinets are here and will be working soon. That will give us more functionality, more ability to do things. Rick Hudson is leading this.  
Fire marshal update – as of right now we are back down to one person for this position. We had 3 candidates but 2 had to back out due to personal reasons. One of the candidates just could not uproot their children at this time. The other candidate has been given the opportunity to be the chief where is lives and that is better for him. If we just come down to just one candidate, we will just meet with him one on one to see if this is a fit on both sides. If yes then we will do an assessment center, if not then we will hold off for at least one year on hiring and send Shaunna to train for fire marshal and put her in the place of the fire marshal. Part time has started.  
Fuel pump died, so we need to replace it. Had it for 30 years.
- Division Chief Report – Jason went over his presentation for tomorrow on the lifeguards. He wants to be sure it reflects the board's opinion and thoughts as well.

### Board of Directors Reports-

- *Heymann - None*
- *Herman. - None*
- *Dethloff – None*
- *Pearce - Mushen – 9/21/23 safety fair*
- *Pietka – None*

### Good of the Order/Public Comment:

#### Adjourn:

- **Dave P** motioned to adjourn which was seconded by **Heidi** Adjourned **20:45** hours (**8:45pm**).
- Next Board meeting, October 9th, 2023
- Minutes submitted by Karen Apple

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Robert Heymann, President CBRFPD

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Date: