

**Cannon Beach Rural Fire Protection District  
Board of Directors  
Regular Meeting –March 9th, 2026, at 6:00PM  
Fire Station Board Room – 188 Sunset Boulevard, Cannon Beach, OR  
MINUTES**

- **Call to Order**

- **Presiding:** Robert Heymann – Call to order 6:00pm
- **Recording Secretary:** Karen Paino
- **Directors Present:** Heidi Dethloff, Jenee Pearce-Mushen, Robert Heymann, Dave Pietka, Dave Herman
- **Staff Present:** Marc Reckmann, Jason Smith, John Jerome, Karen Paino

- **Approve Agenda –**

• <b>Motion:</b> Approve Agenda		
<b>Moved:</b> Dave Pietka	<b>Second:</b> Heidi Dethloff	<b>Approved</b> 4-0

- **Public Comments and Correspondence** – A letter of appreciation was received from the Arch Cape Water District.
- Heymann reviewed a letter submitted by Tommy Thayer. Heymann also noted that Tim Ramey had stopped him to ask what actions the Fire Department planned to take regarding the issue. Heymann asked whether the department should provide a comment related to safety and what access might look like.
- The Chief stated that the department would not engage in the matter as a political issue. Smith commented that actions taken with the dunes would not benefit the Fire Department. He added that the department has already preplanned access routes and that nothing done to the dunes would make operations safer. If an incident occurred and someone became trapped in the dunes, the response would be to begin digging to reach them.
- Detloff noted that She believed the city had addressed the matter by commissioning an independent study and that the city intended to move forward with that process.

- **Approve February 9, meeting minutes –.**

• <b>Motion:</b> Approve February 9 <sup>th</sup> meeting minutes		
<b>Moved:</b> Dave Pietka	<b>Second:</b> Heidi Detloff	<b>Approved:</b> 5-0

- **Approve February 26<sup>th</sup>, Special meeting minutes**

• <b>Motion:</b> Approve February 26 <sup>th</sup> Special meeting minutes		
<b>Moved:</b> Dave Pietka	<b>Second:</b> Heidi Detloff	<b>Approved:</b> 5-0

- **Status Reports**

- **Finance – Attachment A**

Reckmann reported that the district is currently at approximately 75% of the budget year, and finances are tracking where they should be. Revenues are in good condition.

Pietka asked why the lifeguard expense appeared different. Reckmann explained that the report reflects the current budget compared to actual spending, and that this amount will vary each year.

Herman asked whether anyone had used Paid Leave Oregon; Smith confirmed that he had. Herman also suggested reviewing whether employees are required to take days off when absent due to PERS requirements. Reckmann explained that the financial reports are now itemized by line item, whereas previously Cote grouped multiple categories together.

Pietka asked how long Munn would continue handling the district’s finances and what the plan would be moving forward. Munn explained that accounting costs should decrease significantly next year because the district is currently addressing startup tasks and cleanup work. Once those are completed, future accounting work will be more efficient and less costly.

Munn reported that he has been focusing on PERS reporting, working to correct and update employee records. He noted that under previous management, PERS reporting had not been properly maintained, and records were often grouped together rather than reported individually. Munn explained how PERS reporting functions within Springbrook and stated he hopes the February PERS report will be clean.

Heymann requested that the following items be prioritized for the board:

- Chart of Accounts
- Historical Data
- Board of Fiscal Policies

These items are among the six subjects Munn identified in his report that require review and completion.

Pietka suggested that Munn prepare the financial reports rather than district staff. The Board asked Munn to develop a plan outlining who will complete the work and how the process will function going forward. Munn stated he would work with Reckmann to develop a plan, and both will report back to the Board next month.

- **Call Response – Attachment B** (not included in the packet) it is now, so the board went over together. Heymann would like to know how many times we are initiated and what and how many are on a call back.
- **Projects –** Chief provided updates: Reckmann cleaned up the reports and how they look, very detailed see attachment. Heymann requested that things that have been done this month get an \* next to the line item in this report moving forward. Reckman will make that correction on all reports in the future.
- **Civil Service –** Nothing for this month.
- **Training Report –** Smith went over his report, see attachment.


- **Business Items –**

- Resolution 26-02, transferring funds to Capital Reserve

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<b>Moved:</b> Jenee Pearce-Mushen	<b>Second:</b> Dave Pietka	<b>Approved:</b> 5-0

- **Future meeting agenda items**
  
- **Director's Comments –**
  - Bob Heymann
  - Heidi Dethloff – **Dethloff had a training session with CERT MRC DART, wanted to bring in and AED and get some training. This would be for 4 AED in 4 different areas. The Chamber does have one but that is not city property. “What steps do I need” asked Dethloff**
  - **Dethloff needs to go back to Andy (emergency management) and have Andy get permission from the city to move forward with placement and locations of AEDs. If the city gives an “ok” the FD would be able to help train on how to use an AED. Reckman stated Anderson would be the FD point of contact.**
  - Jenee Pearce-Mushen
  - Dave Herman
  - Dave Pietka
  
- **Meeting adjourned at – 8:03 pm**

X 

Bob Heymann  
Board President