

**Cannon Beach Rural Fire Protection District
Board of Directors
Regular Meeting –December 8, 2025, 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:** Marc Reckmann
- **Directors Present:** Heidi Dethloff, Jenee Pearce-Mushen (arrived 6:14), Robert Heymann, Dave Pietka
- **Staff Present:** Marc Reckmann, Jason Smith

- **Approve Agenda –**

• Motion: Approve Agenda		
Moved: Dave Pietka	Second: Heidi	Approved: 3-0 (Jenee not present)

- **Public Comments and Correspondence –** None

- **Approve November 10, 2025, meeting minutes –.**

• Motion: Approve November 10, 2025, meeting minutes		
Moved: Dave Pietka	Second: Heidi	Approved: 3-0 (Jenee not present)

- **Status Reports**

- **Finance –** Attachment A (Jenee arrived)
 - Bob asked for another column with monthly expenditures listed, will look into feasibility.
 - Financial transition
 - Report reviewed, no further questions
- **Call Response –** Attachment B
 - Saddle mountain rescue discussed
- **Projects –** No update this month
- **Civil Service –** Nothing to report

- **Business Items –**

- **Approve Audit corrective action plan –.**

- Bob asked for modifications.

• Motion: Approval of audit corrective action plan with modifications		
Moved: Dave Pietka	Second: Heidi	Approved: 4-0

- **Resolution 25-03, resolution to purchase 2018 engine –**.No discussed purchase was approved November board meeting, approving resolution to formalize purchase.

• Motion: Resolution 25-03		
Moved: Dave Pietka	Second: Jenee	Approved: 4-0

- **Award CM/GC contract –**

- Dave Pietka asked some questions on the committee.

• Motion: Award CM/GC contract to Cove Built		
Moved: Dave Pietka	Second: Heidi	Approved: 4-0

- Employee Handbook Review- Short discussion of it. Heidi stated she has read it and just has a few places where there is CBFD versus CBRFPD. Thought we needed to make consistent. Bob has concerns over and, felt it is too big, wants to review it more, felt there were things in the handbook that the board did not approve such as housing stipend, Heidi and Jenee disagreed with that. Tabled to next meeting for more discussion.

- **Surplus of 2017 Arctic Cat 4-wheeler –**

• Motion: Declare 2017 Arctic Cat 4-wheel surplus		
Moved: Dave Pietka	Second: Jenee	Approved: 4-0

- Executive Session per ORS 192.660 (2)(i) to review and evaluate the employment related performance of the chief.
 - Discussed rules with board regarding Executive session.
 - Entered executive session at 7:42 pm
 - Resumed regular meeting at 7:50 pm.

- **Future meeting agenda items**

- Discussed the need for possible future meeting regarding the employee handbook, no meeting set.

- **Director’s Comments –**

- Bob Heymann -
- Heidi Dethloff – CERT/DART potluck coming up.
- Jenee Pearce-Mushen – Good community outreach meeting last week in Arch Cape
- Dave Herman -
- Dave Pietka -

- **Meeting adjourned at – 7:54**

X

Bob Heymann
Board President