

**Cannon Beach Rural Fire Protection District**  
**Board of Directors**  
**Regular Meeting – February 12<sup>th</sup>, 2024 at 6:00PM**  
Fire Station Board Room – 188 Sunset Boulevard, Cannon Beach, OR  
**MINUTES**

- **Call to Order**

- **Presiding:** Bob Heymann
- **Recording Secretary:** Karen Apple
- **Directors Present:** Heidi Dethloff, Dave Herman, Bob Heymann, Jenee Pearce-Mushen, Dave Pietka
- **Staff Present:** Marc Reckmann, Jason Smith, John Jerome  
(Fire Marshal intro)

- **Public Comments and Correspondence**

- **Approve the minutes from Jan. 8<sup>th</sup>, 2024.**

<b>Motion:</b> approve min for Jan.8 <sup>th</sup> , 2024		
<b>Moved:</b> Dave P	<b>Seconded:</b> Heidi D.	<b>Approved</b> 4-0

- **Adjourn to executive session. At 6:10pm. Per ORS 192.660**

- Per ORS 192.660(i)

To review and evaluate the employment-related performance of the chief executive officer of any public body, a public officer, employee, or staff member who does request an open hearing.

Back into reg session at 6:56pm

- **Status Reports**

- **Finance** - Reckmann (attachment A)
- **Call Response** – Reckmann (attachment B)
- **Projects** - Reckmann (attachment D)
- **Civil Service** – Reckmann (attachment E)

- **Business Items**

- **Update Of RFQ process for Arch Cape Fire Station addition.** (info)- Finding facts, moving forward with process. Will be published in March to the board to move forward. The goal is to start building in July.

- **Approve IGA with City of Cannon Beach for Lifeguard Services** (Action) – Final draft is in the packet, to go to council tomorrow night to be approved. Went over the few changes to be brought forward.

<b>Motion: Approve IGA</b>		
<b>Moved:</b> Jenee	<b>Seconded:</b> Dave P.	<b>Approved</b> 4-0

- **Discussion and update of Capital Reserve to include staff vehicles and Lifeguard equipment.** (Info) – When the 20-year plan was created there was no plan in place, now that we finally have staff, we will have this written up and the plan is going to be 3 staff vehicles (Chief, Division Chief and Fire Marshal) from there we will have captain vehicles and day to day vehicles. We will be replacing the 3 main vehicles every 3 years (1 a year) Looking at Lifeguard vehicles we will be replacing every 5 years. We will alternate pick-up and SUV's (smaller) the vehicles will need to work on the beach as well because they will be cycled through to the beach during their life span. This plan is built into the 20-year plan. We are starting to work on this plan now. Looking at new vehicles. The money is budgeted but we are not sure if we will spend it this year. The jeep is the next vehicle to go to the beach. Shaunna will be getting Chief's vehicle and Chief will get the new staff vehicle. The board is asking for a diagram of how this looks. The board did ask about insurance coverage as well, and the chief let them know the process of the insurance. We also have policies in place that we follow.
- **Discussion of billing for services and contraction with 3<sup>rd</sup> party vendor.** (Info) – This is just for awareness. We are going on more of these types of calls. We have also never billed for state parks. We would like to start using EF recovery, they would be doing this for us, they would go through the individual not the state park. This will not cost us anything. (see attachments) Ordinance 21-01 and 21-02. The board is ok with moving forward with auto but not the state park currently. They would like to investigate this more. Possibly bring some more data forward to consider this.

- **Directors Comments** – Chief wanted to talk about Elsie and his concerns. Thursday night Matt Verley Resigned. The chief was there to support Matt and the Board of Elsie. Our Chief is now the interim chief at Hamlet to help the department out. The only change this has really made is that Jason or Chief will also go out as a duty officer on medical calls. The Long-Term from the board is going to need to get a contract for long term chief and admin service. Hamlet at this point has no budget for this. The Chief sees Hamlet as an asset to us. Chief and Jason would like to help build Hamlet up. Seaside Fire is also helping. The Chief would like Hamlet Board to meet with Our Board as well. More to follow.

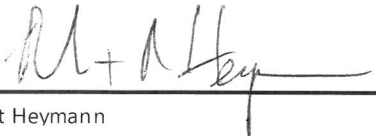
- Meeting Minutes Review

- Adjourn

- Directors Comments

- Dethloff: No
- Herman: No
- Heymann: No
- Pearce-Mushen: Cert class, 23 cert trained!
- Pietka: No

- Meeting minutes presented online by Apple and approved with minor changes.
- The meeting adjourned at **8:06pm.**

X   
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Robert Heymann  
President

