



# Cannon Beach

## Rural Fire Protection District

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## SPECIAL BOARD MEETING MINUTES JULY 26TH, 2023

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

### General:

|                        |                                      |
|------------------------|--------------------------------------|
| Date:                  | July 26th, 2023                      |
| Time:                  | 09:00 hours (9:00 am)                |
| Location:              | Cannon Beach Fire Station Board Room |
| Brought to Order Time: | 09:00 (9:00 am)                      |
| Adjourned Time:        | 10:18 (10:18 am)                     |

### 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)        | <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 type="checkbox"/> Bill Cotes (CPA) Zoom                 |

### Call to Order:

The Cannon Beach RFPD Board meeting for July 26th, 2023, was called to order at 0900 hours (9:00 am) by Bob Cerelli

### Roll Call:

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

Changes to Agenda: The minutes will be first (wrong order on the agenda)

### Public Comment:

None

Approval of July 10th, 2023 Board meeting minutes – Dave H. moved to accept July 10<sup>th</sup> minutes, Heidi seconded and all approved.

**Changes to Banking** – Discussion on credit cards. We need to reapprove the card holders. 4 people on staff- Chief, Jason, Shaunna, and Karen.

Dave P has one concern- he does not want a repeat of what happen at St Helens. He would like someone to look through the statements each month. Chief did let Dave P know that every Board meeting that is looked at and gone over.

Jenee moved to reapprove all current Fibre credit cardholders, and give Fibre authorization to communicate directly with the cardholders on matters related to their cards, e.g. transaction details, fraud alerts, contact information. Dave P seconded and all approved.”.

**Dave P** moved to remove Greg Bell, Bob Cerelli, Rick Gardner from all banking, **Dave H** seconded and all approved.

**Dave P** moved to add all officers and Board Members on all banking to sign checks, **Dave H** seconded and all approved.

Moving away from paper checks, moving to do all online banking. Lifeguards will still need to be getting paper checks. If everyone is on board to do this, then we will get a policy to reflect this. Bob talked about spending limits and would like the chief to figure that part out. The Chief will get a policy written up.

## LEVY Discussion

**FIXED ASSESTS-** Chief wanted to talk about mutual aid and without having that no one in the county can survive. Automatic aid was also talked about. Chief clarified each one. Volunteers we will never get away from having them, but we are facing a huge loss bcz of housing not being available. Chief went over Insurance standards and how it measures the dept and the needs of the community. Our goal is to maintain that #3. We have made a lot of steps towards it. Chief feels confident that we will stay at a #3. This is only for fire response.

We are graded on -

- #1 – apparatus
- #2 – Staffing
- #3 - Last 3 years of fire loss
- #4 - water supply
- #5 – Prevention (we are losing a lot of points on this)
- #6 rural water supply (we don't have a water tender so this will never change)
- #7 Arch cape (we need to fix this asap)

The Chief went over the apparatus and how/when things need to be replaced. Buildings are a huge issue. We have not planned for the long term and now things are bad. Things need to be maintained and fixed. Part of this levy will be for upkeep on buildings and having funds to do that.

Bob would like to go over talking points. The output will be FAQ that Heidi will assemble. Aug 7<sup>th</sup> is when we will approve the ballot title. Legally it does need to say **LEVY** and it needs to say **staffing operations** verses the levy we did in 1999. The legal also said **do not put the word capital** in the levy. Dave P asked does it need the word reserve, (Staffing operations and reserve levy) The Chief is going to ask if RESERVE is ok to use.

Bob went over the cover area - any questions on that and the area we cover. Dave P asked If we should put "To maintain service from Hwy 26 to falcon cove."

Heidi is going to put in the FAQ, where and what the services are that we provide and where are we. The Chief talked about windstorms and how we go out and clear the roads, no other fire depts really do that. We are cutting down the trees and clearing the roads. Dave H talked about how this is a very busy area and the fire dept functions is rescue operations, we don't just do fires...we do - water rescues, car accidents, storms, clearing of roads.

Mutual Aid – Chief went over that and why it is important. We are becoming less reliant on mutual aid. Heidi put it as HOW dependent are we on other county services?

Volunteers - Chief covered this topic. This won't be a big topic since this is "old News" with the prepared food tax.

Ins standards – do we want to include fire marshal and chief stated no it would make it more confusing. Heidi mentioned that we could add fire prevention. Dave P did have one comment on Fire Prevention and talked about sweet home and closing a swimming hole, are we maintaining trails? Reduce the number of non-fire and medical calls. Jason did state that the state parks at Ecola State Park has put up some signs and it has helped. Chief agreed that working with state parks and getting signs etc. Dave P stated maybe trails need to be closed. Fix the trails to reduce the number of calls. State parks give zero money to help us.

Income – Bob stated we do have other sources of income, Grants etc. The Chief feels like we should put Grants and how much money we have gotten from grants that should be put in there so everyone knows. But his is not predictable by any means.

Dave P. has left the meeting @ 10:00am.



Ballot title – Bob would like to lock down verbiage and Chief will put Heidi's and Dave P ideas and email them back out. This will take place over the next couple of weeks. Bob asked if we have gotten attorney input and Chief stated yes, we have. Bob asked if we need to add a Rural Fire Protection District – everyone agreed yes.  
Replace "increase" with "fund" per last meeting.

August 7<sup>th</sup> will be when we approve all of this.

Bob asked if we could post the URL for the FAQ. Chief will find that out. Jason asked if once this goes out if we will start having Desserts with Districts to get this all out and talking with everyone. Once the title is published staff cannot promote the levy. We can only provide the facts.

*Training for Sept 26<sup>th</sup> in Astoria is what the board is shooting for, Chief will register everyone if that is good with the board. Dave H is not available that week. Bob and Jeneé and Heidi are all good to attend that meeting.*

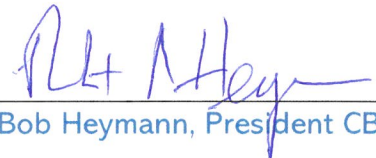
#### Board of Directors Reports-

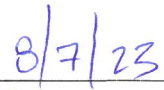
- *Heymann -*
- *Herman. -*
- *Dethloff -*
- *Pearce Mushen -*
- *Pietka -*

#### Good of the Order/Public Comment:

##### Adjourn:

- **Jeneé** motioned to adjourn which was seconded by **Heidi** Adjourned **10:18** hours (**10:18am**).
- Next Board meeting, August 7th, 2023
- Minutes submitted by Karen Apple

  
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Bob Heymann, President CBRFPD

  
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Date: