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**Board Meeting Minutes – April 11, 2022**

General:

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| **Date:** | **April 11, 2022** |
| **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:** | 19:07 (7:07 pm) |

Attendees:

|  |  |  |
| --- | --- | --- |
| Bob Cerelli (President) Zoom | Greg Bell (VP) Zoom | Rick Gardner (Treasurer) |
| Jason Smith (DC) Zoom | Dave Herman (Member) | Marc Reckmann (Fire Chief) |
| Karen Apple (Minutes) | Bob Heymann | Bill Cotes (CPA) Zoom |

Call to Order:

The Cannon Beach RFPD Board meeting for April 11, 2022, was called to order at 18:00 hours (6:00 pm) by Board President, Bob Cerelli.

Roll Call:

Board Members present were - Bob Cerelli, Bob Heymann, Greg Bell, and Rick Gardner.

Other attendees are- Marc Reckmann (Fire Chief, CBFD), Karen Apple (Minutes) and Bill Cote (CPA).

Changes to Agenda:

None.

Public Comment:

None.

March 14, 2021 Board Meeting Minutes Approval:

February 14 Minutes: Bob Cerelli moved to approve the minutes. It was seconded by Greg Bell. All were in favor, none opposed, motion carried.

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Treasurer’s Report:

The Treasurer’s Report was read as written by Bill Cote. Highlights are summarized below.

* 1. **Statement of Net Position (Balance Sheet).** Read by Bill Cote as written and presented.
  2. **General fund:** Read as written and presented No questions on General fund
  3. **Fire Chief fund:** Read as written and presented. No questions on Fire Chief fund
  4. **Cash per Fund:** Read as written and presented. Rick Gardner asked if we were ready to close out on Columbia Bank, Chief stated Yes, just waiting one more month to be sure everything has cleared and looked good. Rick Gardner asked how Fibre Federal was going and Bill stated everything was going fine.

Bills:

Bills were reviewed by Board. Greg Bell asked about the $900.00 for grounds work, the chief stated that is the norm for both stations.

Correspondence:

none

Monthly review of board policies:

Will begin Board SOP’s for the next Board Meeting. Deb will have a lot to talk about next month. Deb will have a presentation for May to go over everything.

Call response:

Had 7 fire calls, 28 EMS calls, and 1 mutual aid call in the month of March. Chief talked about response and goals. When the plan was talked about the 7 min response time and that it would not be achievable at this time until we are fully staffed. Chief feels like phase one is where we are right now. 71% of the time in March we met phase 1. We received 7 fire calls. Was asked if 7 min was standard, and the Chief stated Yes, it is. Asked if 7 fire calls were a lot for the month and Chief stated no it was not. 90% is the goal for the 7 min. Staffing was talked about. Hoping by July student program would be in place.

Old Business:

* **COWS.**  Chief said not a lot has happened, but he did have some meetings with Whelan Engineering. Chief met with Gary Smith and Rick Hudson, went over, and looked at the siren system to move forward with the city council, City is planning on taking over the system, Operation, and maintenance of them. Only 2 would be left in Arch Cape that we would take care of the maintenance. Waiting for the report to come back from Whelan Engineering to find out what each tower needs to get it totally operational. One goal was to tie it into the Seaside system, but after reviewing it is way too expensive. The next step is meeting with Day Wireless about Tillamook head repeater to reach from Seaside Dispatch. The goal is to have dispatch set them off. Greg Bell when we get to a point to look at Arch Cape Towers Greg Bell would like to know what the % of the short-term rental money is that is taken in and that is maybe something that it can be used.
* **Dispatch.** The meeting is on the 2nd and 4th of the month. Chief stated it is going to be a long road. Everyone is still participating.

* **Strategic Planning.** Chief has nothing new. The public presentation went well. Chief stated that there were 13 people that showed. Chief wants to take more control and do it a little differently for next month. Great feedback. Everyone thought it was great information. Was put into a powerpoint that went great. Presentation is done upstairs via zoom. 4 or 5 different people showed up on zoom. The whole idea behind doing zoom was getting even more people here. Chief puts it out via FB and in the Post Office and shared it with other community members that spread the word. That seem to go well doing it that way. Rick Gardner started going through the forms review and asking if we are at a point where we can look at the process and all agree on the next performance management plan that we can talk specifically about ideas and get everyone on the same page. Chief is unsure how he would want that formulated. Bob Heymann has a few ideas in mind on how he would like that to go. Everyone agreed that Rick, Greg, and Chief will all sit down and start to go over those ideas. That way performance evaluations will be a little easier moving forward.

* **Executive Session: Volunteer Housing. Time in:18:33 Time out: 18: 48**

New Business:

* **Lifeguard IG and City.** Sent it in to the attorney for review. Chief stated really what the Attorney added was in sections 3 and 4, the attorney did add a lot to both of those sections, one of those being- In Services to be provided, the Attorney Added “times” into it. One of the Biggest concerns that Greg Bell has is when Jason was talking about the fire dept being on the beach and if a call comes in and we need to leave. We would not be there to perform an action and then the Fire Dept. can have a possible lawsuit and that is a concern. It could be negative media exposure as well. Bob Cerelli agreed that this is a concern/issue, and it could be a legal issue. Chief stated once we are on the beach, we would not leave the beach, we will not leave the beach unless we must. But if we must leave the beach, we will just bring it back to where it was, we would not be reducing the level. No one was going to be there, to begin with. We are providing a service - for if they are not there, it is not staffed. We are filling in a time frame in which no one would be there anyway. Chief spoke to 2 of the lifeguards that will be there Friday through Monday. They stated there would always be 2 of the city lifeguards on duty with us. Our volunteers are not being compensated for lifeguarding. Could we Pay them through our part-time program? $17.00 an hour. Chief stated we would pay them through the part-time program and then we would bill the city for that. Chief feels like this is a great program. The Program will extend year to year provided we need to. Rick Gardner Moved to approve. It was Seconded by Greg Bell, and All were in Favor. Motion carried.

Reports:

* **Chief’s Report:**
  + ***Calls.*** Nothing to report
  + ***State Parks Billing for Service.***  Parks are not going to pay. This is going to move forward with the county and sheriff’s dept. to come up with a solution.
  + ***Strategic Plan.*** Nothing to report
  + ***Grants.*** The entire bay is full of radios, installed on the 26th. Grant should be completed by end of the budget year.
  + **Hydrants**:. Falcon Cove and half of Cannon Beach is done and them just maintained. 13 hydrants in Arch Cape. The city pays us to take care of them.
  + **Tax:** Prepared food tax, city grants program point of sales system. Only one person submitted the grant application. Only one person showed they needed help and it will be about $1800.
  + **Apparatus:** 3225 hopefully in service on Wed to go into service. Spent Sunday afternoon here and got most of everything we needed to be completed. Chief feels that will help with staffing. People sign up and feel like they want to respond. Lots of excitement towards that right now. Chief talked about increasing money for responding. 14 volunteers to go into that pool. If it is staffed by 3 people per night, it will drive response times down. During the day we should get a good response as well.
  + **Building:** Nothing to Report
  + **Radio:** Saved hundreds of thousands of dollars on radios because jumped on a separate bid.
  + **Chief Vacation:** Nothing to Report
  + **DEQ:** Nothing to Report
  + **New Engine-** Chief wants guaranteed delivery date but hoping by Wednesday 3225 will be Inservice.
  + **Budget** - Committee is in place. Budget committee meeting is on May, 19th,2022.
  + **Questions? No further questions**

* **Training Chiefs Report.**

Training report reviewed. Jason did all the iPads that are now in service. The state came in and looked at all the iPad’s and liked what we are doing with them. The state is going to follow what we have in the plan.

**Board of Directors Reports:**

* ***Cerelli.*** Sand down on Beach Ave has completely failed. State Park employee really enjoys driving on the beach at low tide. Neighbors want to put up a gate to get him to stop driving on it during Low Tide. You can see his tracks and that inspires others to follow. It is becoming a problem. The neighbors don’t understand why he can drive down to the beach. Last few high tides it has failed. There are a few big rocks. Talked about possibly using the new white truck to get on the beach.
* ***Gardner*.** Nothing to report.
* ***Herman.*** Nothing to report.
* ***Heymann.*** Nothing to report.
* ***Bell.*** Nothing to report. Will text and come by to sign.
* ***Public.*** Nothing.

Good of the Order/Public Comment:

None.

Adjourn:

* Greg Bell motioned to adjourn which was seconded by Bob Heymann Adjourned 19:07 hours (7:07pm).
* Minutes submitted by Karen Apple.
* Next Board Meeting is scheduled for May 9, 2022.

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Bob Cerelli, President CBRFPD Date: