

# TILLAMOOK FIRE DISTRICT

## 10/10/2023

The regular board meeting for Tillamook Fire District was held on Tuesday, October 10th, 2023, at 5:30 p.m. at the Tillamook 911 Center, 2311 Third Street, Tillamook, Oregon.

### Board Directors Present:

Brian Cameron, Chair  
Chris Kell, Vice Chair

Leonard Ingles, Director

Staff Present: Jeff McBrayer, Fire Chief

Guests: Watching via Zoom: Ron Guerra. In-person guests: Tim Hamburger, Jason Sterling, Paul Edwards

**Call to Order:** The regular board meeting was called to order by Chair Brian Cameron at 5:30 p.m.

**Minutes:** A motion to approve the September 12, 2023, minutes was made by Leonard Ingles and seconded by Chris Kell. The motion passed by a vote of 3-0.

**Tillamook Volunteer Firefighters Association:** TVFA President, Jason Sterling, stated that the association has purchased QuickBooks online and hired an accountant who was able to clean up transactions from last 5 years. Paid staff, volunteers and the wildland crew at the direction of Chief, cleaned out station 72 which has been full of clutter for about two decades. We are getting things that have not been finished in years done, checklists completed. Our bylaws have been finished and I am proud of our members and our association. I would like to thank Captain Darryl Hamilton for his 22 years of service, he has retired as of October 1. Chief Edwards did not have anything to report. No further comments from the volunteer association

### **Non-Agenda Items**

**Public Comment:** 1) Tim Hamburger, wanted all to take note that neither Burris is present, he stated that this is the 3<sup>rd</sup> month that Aaron Burris is not present. "I have been researching and am unable to find the policies in Lexipol regarding how many absences a director can have." T. Hamburger recalled that Alex Burris had brought up in a prior meeting that a board member needed to be present 75% of the time. Hamburger suggested that someone reach out to the city manager and ask them for their policy for city counsel board meetings and use that as a guide to create our own policy. T. Hamburger asked the three present board members to come up with a policy to keep board members accountable.

Chair B. Cameron stated that he had the same opinion and that they would work on creating a policy.

No other public comments.

### **Financial Statement / Correspondence:**

August Financial statements were presented to board members, L. Ingles motioned to approve, Seconded by C. Kell. The motion passed by a vote of 3-0.

Copies of the bank statements, LGIP balance, and accounts payable were forwarded electronically and presented to the board. A motion to pay the bills was heard from C. Kell and seconded by Leonard Ingles. The motion passed by a vote of 3-0.

**Fire Chief Report:** Chief McBrayer submitted a copy of his report electronically to the board of directors Financials to date September 30th, 2023. Personnel Services \$158,815 Materials & Services, \$113,609 Capital Outlay, \$48,264 for a combined Total \$320,688.

68 Calls for Service in August, most were for emergency medical services.

There is a budget shortfall, we should make it through October and November financially, I have asked the association to cover stipends if necessary, at this point, we are okay. If the money falls too low and we are not able to cover salaries I will forego my pay and we can figure it out later. We have all been working hard to watch costs and be aware of what is going on. We have spoken to some of the people who we typically owe money to and for the most part they are all okay with getting paid late if needed.

Chair B. Cameron, confirmed that this budget shortfall was due to legal fees. We will have an emergency meeting if needed to be sure that everyone gets paid.

Heavy brush is having mechanical problems, it has been over the hill a few times for repairs, fortunately, most of the issues have been covered under warranties.

Still having ongoing issues obtaining PPE, ongoing issues getting oxygen refills through Adventist, we are working on a backup plan to use Napa.

Station 72, cleaned out, still have some roof repair to do.

We have had an excellent training month, we had some live burns, first five minute drills.

We need to set a date for a special meeting within the next few days regarding a settlement agreement with Aaron Burris, we will need to meet with counsel.

Chair B. Cameron - Meeting set for Monday, 10/16 at 5:30. Barring any sort of unexpected things that may go on.

Chief, all board members will be notified of the meeting and the content, I will find out which meeting room we will be using.

**Old Business:**

**New Business:**

Director Chris Kell stated that SDAO insurance has asked her to fill out a survey, the best practice insurance survey. We will get a 10% deduction on our insurance when it is filled out and it is due 11/3.

**Executive Session:** Per ORS 192.660 (2)(b) entered at 6:04 pm and exited at 6:18 pm. No decisions were made in this session.

**Concerns of the Board:** None

**Adjournment:** A motion to adjourn the meeting at 6:20 p.m. was made by Leonard Ingles and seconded by Chris Kell. The motion passed by a vote of 3-0. The next meeting will be the special board meeting on October 16, 2023.

Respectfully submitted,

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Board Chair, Brian Cameron

Jeff McBrayer, Fire Chief