

# TILLAMOOK FIRE DISTRICT

## 12/13/2016

The regularly scheduled monthly meeting for Tillamook Fire District was held on Tuesday, December 13, 2016, at 5:15 p.m. at the Tillamook Fire Station, 2310 Fourth Street, Tillamook, Oregon.

Directors Present:     Dave Mattison, Director  
                          Debra Reeves, Board Chair  
                          Tim Hamburger, Vice-President  
                          Eric Simmons, Director  
                          Eric Swanson, Director

Staff Present:         Rick Adams, Fire Chief

**Call to Order:** The board meeting was called to order by Board Chair Debra Reeves.

**Minutes:** A motion to approve the corrected November 8, 2016 meeting minutes was made by Eric Simmons and seconded by Tim Hamburger. Ayes were received from Tim Hamburger, Dave Mattison, Eric Simmons, Eric Swanson and Debra Reeves.

**Bills:** A motion to pay the November 2016 bills was made by Tim Hamburger and seconded by Dave Mattison. Ayes were received from Tim Hamburger, Dave Mattison, Eric Simmons, Eric Swanson and Debra Reeves.

**Correspondence and Financial Statement:** The October 31, 2016 financial summary was presented to the board. A motion to approve the October 31, 2016 financial summary was made by Eric Swanson and seconded by Tim Hamburger. Ayes were received from Tim Hamburger, Dave Mattison, Eric Simmons, Eric Swanson and Debra Reeves.

Two MODA reports were made available for review as well as a copy of the Gated Wye. SDAO annual conference is coming up as well, information was provided.

**Fire Chief Report:** Chief Adams reported that Pat Carney has the audit nearly complete. He needs to submit his report and then it should be complete.

Apparatus Type III lease agreement has been signed and Chief is waiting on the signed copy from the attorney. The chassis is ready for the build but has been pushed back 30 days due to holiday schedules.

Chair Reeves requested to move from the regular board meeting at 5:25 per **ORS 192.660(2)(b)** to consider dismissal or discipline of, or to hear charges or complaints against an officer, employee, staff member or agent, if the individual does not request an open hearing.

Chair Reeves reconvened the regular board meeting at 5:43. Chief Adams continued with his monthly report. Chief Edwards and Chuck Spittles will be traveling to the factory to inspect the new type III fire apparatus for final build.

The County submitted an online survey to see when the best time for the next radio system meeting will be held. All the fire chiefs in the county submitted a letter indicating that they will not support user fees. The meeting is tentatively scheduled for the week of January 7<sup>th</sup>.

We received the parking lot deed from the City of Tillamook. It has been recorded and is in the safe. Chair Reeves feels the District should file a grant application with TURA for parking lot repairs. A draft application has been filled out by Chair Reeves for the Chief to review. A motion to submit the TURA grant for parking lot repairs was made by Eric Swanson and seconded by Tim Hamburger. Ayes were received from Tim Hamburger, Dave Mattison, Eric Simmons, Eric Swanson and Debra Reeves.

Chief Adams has been working with Doug Kettner from 9-1-1 to attempt to relocate the microwave dishes from our roof to a new tower. This will benefit us by removing the items from our roof for repair work and 911 by providing a place for all of their communication antenna assemblies. As they have no property left for tower placement there may be some unused space in the graveled area next to the generator that they could use. Due to the recent parking lot incident, Chair Reeves indicated that we entertain an IGA between the District and 911 if we go that direction. Director Swanson asked about liability with the tower and Chief indicated that if we pursue that it might be better to do a lot line adjustment.

The weather has hampered some of our fire training. Rather than a live fire exercise we will be doing bail out drills in the bays.

Chief created a draft mission, vision and values statement for the Board. Chief also created a draft of the final plan with Resolution 2016-03 to adopt the plan if the Board so chooses. Eric Swanson read through the plan and likes how it was put together as well as Chair Reeves. A motion to adopt Resolution 2016-03 for the Tillamook Fire District Strategic Plan from 2017-2022 was made by Dave Mattison and seconded by Tim Hamburger. Ayes were received from Tim Hamburger, Dave Mattison, Eric Simmons, Eric Swanson and Debra Reeves.

There have been two grants awarded to the District including the Homeland Security Grant for the Cape Meares supply shelter in the amount of \$10,000 and the HMEP Grant for the LEPC plan development. Chief is developing an RFP to submit to third party vendors for the development. Chief met with Chris Spence and Mike Neal from Cape Meares to discuss their emergency preparedness facility. They were originally looking at building a structure but are also looking at a shipping container. There have been some reservations about the later structure proposal so they will speak with the County and residents to check into the options.

Chief met with Bay City Mayor, Shaena Peterson who wanted to discuss option of consolidation with Tillamook Fire District. There was discussion of merging the Garibaldi area in with Bay City as well. The financial benefit based on our current tax base only equates to roughly \$80,000 a year for Bay City. The City Manager of Garibaldi contacted Chief Adams to discuss options of merging as well. Garibaldi Chief Jay Marugg spoke with his governing body and then contacted Chief Adams indicating that Garibaldi will probably not pursue consolidation with Tillamook, rather work on a city / rural merger.

Eric Simmons asked about signs indicating that you are entering the Tillamook Fire District as there used to be some. There were questions to risk, benefit, cost and location of where the signs would be located. There will be follow up discussion regarding responses and locations in the strategic planning process.

**Fire Marshal Report:** FM Descloux submitted copies of his report electronically prior to the meeting. The monthly call volume is near 100 for the month again with the annual call count on par for 1,100 calls for service. Chief indicated that we are up nearly 300 calls over last year.

**Non-Agenda Items:** none

**Concerns of the Board:** none

**Adjournment:** A motion to adjourn the meeting at 6:43 p.m. was made by Simmons and seconded by Dave Mattison. Ayes were received from Tim Hamburger, Dave Mattison, Eric Simmons, Eric Swanson and Debra Reeves.

Respectfully submitted,  
Rueben Descloux  
Fire Marshal

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Board Chair Debra Reeves