



**NETARTS-OCEANSIDE RURAL FIRE
PROTECTION DISTRICT**
1235 5th St Loop Netarts, OR 97143
Board Meeting Minutes

January 13, 2026

Board Members

Scott Campbell, President
Erin Rieger, Vice President
Steve Roan, Secretary/ Treasurer
Brent Collier, Director
Bruce Lovelin, Director

District Administrators

Jeff McBrayer, Fire Chief
Mark Baker, Division Chief

Call to Order: The regular board meeting was called to order by NORFPD Board President Scott Campbell 6:00 p.m.

Roll call; those in attendance:

Scott Campbell, President
Erin Rieger, Vice President (Absent)
Steven Roan, Secretary/Treasurer
Brent Collier, Director
Bruce Lovelin, Director
Jeff McBrayer, Fire Chief

Terri Fladstol, Jigsaw Consulting
Lt. Luke Stahle, Volunteer Association President
Mark Baker, Division Chief

Approval of Minutes:

Bruce Lovelin made a motion to approve December 8, 2025, board meeting minutes, Steven Roan seconded, motion passed 4-0.

Secretary-Treasurer Report

- a) **Finance Reports:** Terri Fladstol, Jigsaw Consulting, gave a financial packet to each board member showing all account balances as of February 1st and provided the budget vs actual, check register, credit card transactions and balances.
 - a. Teri stated that we are roughly six months in and would expect to see about 50% on most line items. We are a little over on some line items, which we are all aware of and have discussed and then we are under 50% on some. We will continue to see more changes as we move into the next budget cycle and things get completed.
 - b. Brent had a question about the credit card transactions, he asked about the drone purchase for 13k. The association purchased the drone but they did not have a credit card. The association needed to make an urgent purchase because the drone would not be available at the end of the week due to tariffs. The district allowed the association to use their credit card and the association wrote a check to NORFPD to reimburse.
 - c. Terri reminded everyone that even though the association paid for the drone and wrote a check for to the district, it is important to remember that we can take all the money we want in; but because we don't appropriate, then that becomes problematic if we go over in one area. I let Chief know that we're fine at this point, we will watch it and if we need to do a supplemental budget or adjust at some point then we will.

- d. Bruce L. asked why the association does not have a credit card, Luke stated that they have brought it up and their treasurer would prefer not to deal with that. Scott stated that the problem with this is that the district won't be able to continue to do this either because this was not an appropriated expenditure.
- b) Brent Collier made a motion to accept the financials as presented by Jigsaw Consulting, Steve Roan seconded, motion passed 4-0.

Reports:

a) Fire Chief Report: Paste from Chief Report

- a. We did 362 total calls in 2025. 140 of those were EMS and we had 29 water rescues, which is a record.
- b. We have increased our volunteer and resident volunteers and are now placing volunteer applications on a waiting list because we are out of locker space.
- c. Our apparatus, the dented truck, is still at the factory in South Dakota waiting to get fixed. The box is not damaged as badly as they originally thought so they will only have to repair just one side instead of taking the entire box off.
 - i. A board member asked for a reminder of what had happened to the truck. Chief told him that one of the residents came in a little sharp going into the house on the hill and hit just perfectly on the box on that rock gate. And the rock gate did not move.
- d. Blake and RJ are both now certified mechanics, they have done a lot of preventative maintenance, and they've done a lot of work on the jet skis and the boats.
- e. Anything that is outside of the realm of what R.J. and Blake can do, anything apparatus-specific, or air brakes, or anything like that, will get worked on by Brad Stern out of Amity he has a mobile service.
- f. The concrete pad for the new resident house will be going down next week. The doublewide is almost done, it is at Palm Harbor in McMinnville. I will be doing a walk through around the 15th.
- g. We have had an expensive year. We got to the point that we couldn't use some of the structural bunker gear because it was no longer meeting yearly inspections and was unable to continue to be repaired. Replacing bunker gear didn't used to be such a big investment because they were about 3k a set but now they are 9k a set for the low end gear and we replaced 10 to 12 this year. We also replaced structural helmets, those are a ten year item and some were dated back to 2003.
- h. The Oceanside and Netarts emergency response teams are putting in a lot of work. Netarts applied for the TLT grant which is 45K for the Connex boxes. The association assisted by allowing them to use their 501C3. So, that money will go through the association to benefit Netarts emergency preparedness, the Connex boxes will be stationed up at the Friends Church on Alder Cove. The Sanitary District donated a massive generator that is still in great shape and bigger than the one we currently have and we are going to put it up at the Friends Church as well.

b) Training Chief's Report:

- a. We did 542 in-house training hours for the year and that doesn't include our outside classes like EMT or FF1.
- b. Working with SAR, helping with water rescue and rope training.
- c. Working with Nestucca to get all our certifications, they have some folks with higher level licensure who are able to sign off on some of our surface water training

c) Volunteer Association: None

Old Business: None

New Business:

- a) Jigsaw has audit findings to respond to. The bank accounts were not reconciled the first time so there were outstanding items in the bank account that were not corrected, and that goes back to the not being reconciled. There were checks that had not been cleared that somebody lost, they were not stopped or reissued, so we had 15,000 more in the bank than we said we did. Credit card charges were missing, backup receipts, which was, again, a finding that we knew. But none of those were surprises. And then the gift cards, which we had talked about, that was a process that was talked about last month. The contribution of the former chief, that 403B, which again we talked about. And the difference between the Blue Agate Cafe receipt and the tip. And so all of that reconciled, we've discussed it at the board meeting level. We will answer the questions. And the question is, do you recognize the finding? Yes. What are you going to do about it? And by what date? It's the same answers that we did to the previous one. We'll just update it. We now have to send it through the portal directly to the audit division but we can't do that until they actually do the final report. The Auditor knew that there had been staffing changes and found everything he expected to find. There were no surprises.

Correspondence:

Pending Agenda Items: None

Agenda suggestions for future meetings: None

Executive Session: None

Adjournment: A motion to adjourn the meeting at 6:29 p.m. was made by Steve Roan and seconded by Brent Collier. Motion passed by a vote of 4-0.

The next meeting will be the regular board meeting on February 10, 2026.

President Scott Campbell

Vice-President Erin Rieger

Date/Attested

Minutes written by Chief McBrayer