

**Seal Rock Rural Fire District
Board of Directors Meeting – September 11, 2014
Seal Rock Administration Building**

Directors Present:	Peter Benjamin Karl Kowalski	John Raudsep
Director Absent:	Al Anton	John Soltau
Others Present:	Chief Will Ewing Ron Potter Susan & Skip Smith	Mel Beery Mary Lou Morris Lynda Engle

Note: Chief Shaw was not in attendance due to the birth of his grandchild.

Call to Order

- Director Benjamin presided and called the meeting to order at 18:42. There was a quorum.

Moment of Remembrance for 9/11

- Director Benjamin asked for a moment of remembrance for 9/11.

Approval of Minutes for August 14, 2014 Board of Directors Meeting

- Director Benjamin asked if there were any comments or corrections regarding last month's minutes. There were no comments or corrections.
- Director Kowalski made a motion to approve the August 14, 2014 minutes. Director Raudsep seconded the motion. Motion passed unanimous.

Financials (handout)

- Mel Beery distributed financial reports and discussed each statement.
- Balance Sheet as of August 31, 2014 – summarized Current Assets and Liabilities. The total for Checking/Savings is \$301,110 and the total Accounts Payable is \$11,176.
- Income and Expense August 2014 – the Total Income as of the end of August is \$3,452.
- Expense Detail August 2014 – was reviewed and expenses under Building Maintenance/Repairs with All Electric Service, Vehicle/Equipment Repairs & Maintenance, Small Tools/Equipment, and Radios and Pagers was discussed.
- Budget vs. Actual July 2014 through August 2014 – Mr. Beery pointed out \$1,766 was received from an insurance recovery and there is \$5,000 budgeted for the Chief's Aide.
- Director Raudsep made a motion to approve Financials. Director Kowalski seconded the motion. Motion passed unanimous.
- Bills to Pay as of September 10, 2014 – was reviewed.
- Credit Card Charges August 2014 – was reviewed.

- Director Raudsep made a motion to approve Accounts Payable. Director Kowalski seconded the motion. Motion passed unanimous.
- Mr. Beery stated \$22,711 is the total cash required for the month of September. Director Raudsep made a motion to transfer \$23,000 from the LGIP fund to the bank account to pay the month's bills. Director Kowalski seconded the motion. Motion passed unanimous.

Guest Comments

- None

Action Item from August Meeting

- Chief Ewing gave an update on Action Items in Chief Shaw's absence.
 LOSAP Report – Eleven people receive LOSAP with a quarterly expense of \$3,300.
 Tsunami Alarm Repair – The parts have arrived and the repairs will be made. Director Benjamin stated the agreement for maintenance needs to be investigated to determine if Bayshore is responsible for sharing the costs.
 Gas Reimbursement – Chief Shaw and Mr. Beery will give report next month.

Action Items

- Discuss siren maintenance and future repairs.
- Chief Shaw and Mr. Beery give report on gas reimbursement.
- Director Benjamin ask Dennis Bartoldus to contact Lincoln County to correct the submitted budget to include \$5000 for temporary staff.

Old Business

- Proposal of Changing Dispatch Centers:
 Chief Ewing distributed a handout of the draft proposal from the Toledo Police Department. Chief Ewing feels the proposal would provide more accurate information for dispatched calls. Toledo will be getting CAD with backup. Directors should get questions and concerns about the proposal submitted as soon as possible.
- Fire Chief's Contract Renewal:
 Chief Ewing stated the renewal was received from Dennis Bartoldus on August 27th. Chief Shaw needs to review the renewal. Director Kowalski suggested waiting for the full Board to make a decision on the contract. All of the directors agreed.
- Roof Bids:
 Chief Ewing said two quotes have been received for repairing the roof on the south side of the Bayshore station. PID quoted \$4700 and Vision Builders quoted \$3500. Vision Builders stated the north side of the roof should also be repaired at the same time. Director Raudsep made a motion to have Vision Builders do the needed repairs to the north and south side of the roof at the Bayshore station. Director Kowalski seconded the motion. Chief Ewing added that Chief Shaw should sign the contract. The motion passed unanimous.

- Volunteer Fuel Reimbursement:
This was discussed under Action Items from the August meeting.

New Business

- Bayshore Sand Removal:
Chief Ewing has talked with Adam from the Water District. He would like a letter of support for the sand removal. The weight of the sand could break water pipes and sand blocking the roads is a safety issue. The directors agreed to do nothing at this time.
- Fire Department Grants:
Various grant options were discussed such as replacing the Ford at the Bayshore station, the volunteer program, and modifications to the Bayshore station providing living quarters. The septic system at the Bayshore station would have to be replaced and there needs to be more information about a possible solution. Ron Potter has experience writing grants and is willing to take on this task. Director Kowalski made a motion to allow staff to apply for grant opportunities that include AFG-Safer but not be limited to that. Director Raudsep seconded the motion. Motion passed unanimous.
- Temporary Staffing:
Chief Ewing explained that Chief Shaw wants temporary staffing funds for 10 hours per week. The budget submitted to Lincoln County did not include the \$5000 funding for temporary staff. Director Benjamin will contact Dennis Bartoldus to get the necessary correction made in the budget. Director Raudsep made a motion to move \$5000 from Form LB-30 Line #28 Unappropriated Ending Fund Balance to Line #1 Chief's Aide. Director Kowalski seconded the motion. Motion passed unanimous.
- Chief Shaw Evaluation:
Chief Ewing stated he is doing the evaluation on Chief Shaw's performance. Chief Ewing distributed a handout which is an evaluation tool for the Board. The directors decided to wait for a full board to decide on the final format and adopt it then.
- Surplus Air Packs Donation:
Director Kowalski made a motion to surplus survive airs and give them to the Toledo Fire Department. Director Raudsep seconded the motion. Motion passed unanimous.
- Repair of Seal Rock Engine:
Chief Ewing recommended having the right front fender of the engine repaired. Director Kowalski made a motion to have Paul Highfil repair the right front fender of the Seal Rock engine at a cost of \$1281. Director Raudsep seconded the motion. Motion passed unanimous.

- Board Member Comments:
Director Benjamin reminded those present that reflective address posts are available for \$25. They can be ordered by contacting Mr. Potter or using the form on the website.
Director Raudsep wanted to thank those that helped with his wife.
Director Raudsep has the contents of the safe deposit box. It was agreed he should keep the contents and give them to Chief Shaw.
- Chief's Report:
Run Statistics 8/01/2014 to 08/31/2014 was distributed.
Chief Shaw is also sending out a weekly report.

Director Benjamin adjourned the meeting at 20:14.

Minutes prepared by Mary Lou Morris.