

**Seal Rock Rural Fire Protection District  
Board of Directors Meeting – May 14, 2015  
Seal Rock Administration Building**

<b>Directors Present:</b>	Al Anton Peter Benjamin	John Soltau
<b>Directors Absent:</b>	John Raudsep	Karl Kowalski
<b>Others Present:</b>	Interim Chief Paul Highfill Lynda Engle	Mel Beery Mary Lou Morris

**Call to Order**

- President Anton presided and called the meeting to order at 18:35. There was a quorum.

**Approval of Minutes for April 9, 2015 Board of Directors Meeting**

- President Anton asked if there were any comments or corrections regarding the April 9, 2015 minutes. There were no comments or corrections.
- Director Benjamin made a motion to approve the April 9, 2015 minutes. Director Soltau seconded the motion. Motion passed unanimous.

**Financials (handout)**

- Mr. Beery distributed financial reports and discussed each statement.
- Balance Sheet as of April 30, 2015 – Summarized Current Assets and Liabilities. The total for Checking/Savings was \$410,274. Total LOSAP cash was \$67,177. Total Accounts Payable was \$12,787.
- Income and Expense April 2015 – Total income for April was \$2,211 which was mostly taxes.
- Expense Detail April 2015– Mr. Beery pointed out the salary and payroll taxes for the Chief and Chief’s Aide. President Anton asked about the charge from Source Medical for \$325. No one seems to know about this charge. President Anton will ask Bill Kenworthy if he has any information. Five volunteers had physical exams in April. This is a yearly requirement. There was a substantial savings on the turnouts by combining the order with other agencies to get a discount.
- Budget vs. Actual Report July 2014 through April 2015 – Mr. Beery stated to date this year’s Total Income is 99% of budget. President Anton said some items listed under Protective Gear/Clothing in this year’s budget will be broke out for next year in the contingency account. This will reduce the high percentage shown for this year.
- Director Benjamin made a motion to approve Financials. Director Soltau seconded the motion. Motion passed unanimous.
- Bills Paid May 1 – 13, 2015 – Director Benjamin asked about the bill from Northwest Rescue Inc. This was for a rope rescue.

- Credit Card Charges April 2015 – Charges were reviewed with no comments.
- President Anton made a motion to approve Accounts Payable. Director Soltau seconded the motion. Motion passed unanimous.
- Cash Requirements May 2015 – Mr. Beery stated \$18,000 is required for the month of May.
- Director Soltau made a motion to transfer \$18,000 from the LGIP fund to the bank account to pay the month's bills. Director Benjamin seconded the motion. Motion passed unanimous.
- Mr. Beery reminded board members that June is the month to make the transfer from the General Fund to the Truck Fund and then \$8000 from the Truck Fund to the General Fund. LOSAP will be paid with a check. All board members were ok with Mr. Beery making the transfers.

### **Action Items**

- President Anton ask Mr. Kenworthy about the Source Medical charge.
- President Anton write the wording for the volunteer plaques.
- Mrs. Engle order the plaques.
- Prepare draft contract for Chief Sakaris.

### **Old Business**

- Budget Process Report:  
Director Benjamin stated he will get out the notice for the Board approval of the proposed budget prior to the Board of Directors' June meeting. There will be a brief Budget Committee meeting prior to the June Board meeting to accept the budget as proposed by the Budget Committee. At the Board meeting there will be three documents presented to make the budget official. Director Benjamin will then prepare the documents to go to the County and others that need copies. The Board was reminded that the Board of Directors can vary by 10% on items in the budget.
- New Chief Hiring Process Report:  
President Anton said Tom Sakaris will arrive the end of May. A potluck is planned for May 27<sup>th</sup> to welcome him and recognize volunteers who have retired. President Anton will give Director Benjamin the letter for PERS regarding Chief Sakaris. Dennis Bartoldus stated a draft contract should be prepared for the June Board meeting stating Chief Sakaris will be Interim Chief with a six month evaluation. A permanent position can be offered after one year. Chief Sakaris has asked about his uniform and badge. Paul Highfill will assist him with these items.
- Bayshore Tsunami Siren Removal:  
President Anton asked Mary Lou Morris to lead the discussion regarding what to do with the tsuanami siren that has been taken down. Mrs. Morris stated she has discussed this matter with the Bayshore Board of Director's President. If Seal Rock Fire Protection District can use the siren, Bayshore would be willing for them to have it. If they have no use for the siren, then it's suggested that a value be placed on the siren parts and sold. The proceeds from the sale would be split

50-50 between Seal Rock Fire and Bayshore Homeowner's Association. The Board agreed to this suggestion. President Anton stated there are two people that have expressed an interest in purchasing the siren parts. It was suggested moving the siren to Mark Jung's shop behind the Seal Rock Fire Station until a final decision can be made. This would ensure that the parts are not stolen or someone be injured if the siren is left in the open. Mrs. Morris said she would contact the Bayshore President and get her ok to move the siren. Mrs. Morris would then contact President Anton.

### **New Business**

- Chief Will Ewing Report:  
No report since Chief Ewing was not at the meeting.  
Director Soltau asked what Chief Ewing's role will be going forward? President Anton stated he will be helping Chief Sakaris. Director Soltau feels the District should show their appreciation to Chief Ewing for his help. President Anton stated the old breathing apparatus have been given the Chief Ewing's station. Director Soltau thinks he should be recognized on a personal level also.
- Interim Chief's Report:  
Interim Chief Highfill reported there were 22 calls last month. He asked the Board if he could purchase a new basketball hoop for the volunteers. The Board agreed to the purchase.
- Volunteer Association Report:  
President Anton stated there are two new volunteers. James Heflin wants to do EMT and has requested another background check. The Board agreed to have another one done. Director Benjamin and Tom Sakaris have been named as contacts for the county mutual aide.

### **Public Comments**

- Lynda Engle asked about the plaques for the volunteer recognition. She needs to know where to order them. President Anton agreed to write the wording for the plaques and Mrs. Engle will order.

### **Communications**

- President Anton reminded board members about the 2% discount from SDAO.

### **Board Member Comments**

- Director Soltau wanted to know when the Board will know who the new board member will be. The new member will be decided before the June meeting and will start at the July meeting. Officers will also be elected at the July meeting.

President Anton made a motion to adjourn. Director Benjamin seconded the motion. Motion passed unanimous.

President Anton adjourned the board meeting at 19:10.

Minutes prepared by Mary Lou Morris.