

**Seal Rock Rural Fire District**  
**Board of Directors Meeting – October 9, 2014**  
**Seal Rock Administration Building**

<b>Directors Present:</b>	John Soltau	Peter Benjamin
	John Raudsep	Karl Kowalski
<b>Director Absent:</b>	Al Anton	
<b>Others Present:</b>	Chief Tracy Shaw	Mel Beery
	Ron Potter	Mary Lou Morris
	Lyle Beard	Lynda Engle

**Call to Order**

- Vice President Soltau presided and called the meeting to order at 18:38. There was a quorum.

**Approval of Minutes for September 11, 2014 Board of Directors Meeting**

- Vice President Soltau asked if there were any comments or corrections regarding last month's minutes. Vice President asked for clarification of the part time staff since he wasn't at the September meeting. Chief Shaw explained the position as well as volunteer staff. There were no further comments or corrections.
- Vice President Soltau made a motion to approve the September 11, 2014 minutes. Director Benjamin seconded the motion. Motion passed unanimous.

**Financials (handout)**

- Mr. Beery passed out the revised copy of the budget for LD30 which has the \$5,000 allotted for the Chief's Aide. He also passed out the annual audit report for the Boards' review.
- Mel Beery distributed financial reports and discussed each statement.
- Balance Sheet as of September 30, 2014 – summarized Current Assets and Liabilities. The total for Checking/Savings is \$277,932 and the total Accounts Payable is \$20,709.
- Income and Expense September 2014 – taxes collected for the month totaled \$1,498. Mr. Beery stated the audit charge was \$3,850 and the \$3,409 for Dispatch Services was for the quarter. Under Other Expense – Materials & Services is \$7,975 for reroofing the Bayshore station. Board members suggested donations be acknowledged with a written thank you. Chief Shaw agreed to see that this is done.
- Expense Detail September 2014 – was reviewed with no questions.
- Budget vs. Actual Report July through September 2014 – Vice President Soltau asked for clarification of the \$6,289 listed under Workers Comp/Life/AD&D. Mr. Beery explained that was the amount paid for the year. Under Other Expense – Materials & Services the \$8,307 is over budget and funds will need to be moved to cover the amount over the \$5,000 in the budget.
- Director Benjamin made a motion to approve Financials. Director Raudsep seconded the motion. Motion passed unanimous.

- Bills to Pay as of October 8, 2014 – the bill from Darley was for stop/go signs and the bill from Med-Tech Resource Inc. was for 500 feet of hose.
- Credit Card Charges September 2014 – Chief Shaw explained two wet suits were purchased instead of dry suits. The wet suits don't get wet and are warmer.
- Director Kowalski made a motion to approve Accounts Payable. Director Raudsep seconded the motion. Motion passed unanimous.
- Mr. Beery stated \$27,114 is the total cash required for the month of October. Director Kowalski made a motion to transfer \$27,000 from the LGIP fund to the bank account to pay the month's bills. Director Benjamin seconded the motion. Motion passed unanimous.

### **Guest Comments**

- None

### **Action Items from September Meeting**

- Gas Reimbursement – Chief Shaw stated it was decided to leave this alone.
- Director Benjamin asked Dennis Bartoldus about contacting Lincoln County to correct the submitted budget to include \$5000 for temporary staff.

### **Action Items**

- None

### **Old Business**

- Fire Chief's Contract Renewal:  
Chief Shaw stated the contract is being finalized. Chief Ewing will do his evaluation in December for the Board's review in January.
- Surplus Equipment:  
Chief Shaw did a slide presentation of the surplus equipment – 3 chain saws with an opening bid of \$100 each, 2 - 2 horse power compressors and a saws all reciprocating saw. The money collected will go to the Association. It was suggested to see if volunteers want the purchase any of the items before they are put out to bid.
- Tsunami Siren Repair – Added Cost  
Chief Shaw stated the cost was \$16,200 in 2007 to have the siren installed, \$1,200 for the pole and \$15,000 for the siren. The cost to repair the siren to date is \$5,679.46. Four amps and three coils need to be replaced. Bayshore has been sent a letter about the repair and Chief Shaw will attend the October Bayshore Board Meeting. Vice President Soltau stated he feels the Bayshore community pays property taxes and the fire department should maintain the siren if the community wants it repaired. Chief Shaw stated that if the siren is repaired, it will be tested once a month to make sure it's operating properly. A donation box at the clubhouse in Bayshore could help with the cost of maintaining the siren. Survey Monkey could be used to get Bayshore members' opinions regarding the continued operation of the siren. The siren will be discussed further after getting input from Bayshore.

## New Business

- Other Agenda Items:  
Director Raudsep stated the Board needs to approve a contract with Chief Ewing. Director Kowalski made a motion to formalize the agreement with Chief Ewing and appoint him general manager and help Chief Shaw. Director Raudsep seconded the motion. Chief Shaw suggested using management consultant instead of general manager. The Board agreed that was a good suggestion. The motion was amended and passed.
- Concrete Work At Bayshore:  
Chief Shaw will put this item in next year's budget for replacement/repair. It was suggested that maybe the work could be done at the same time as the Bayshore Road District does their annual paving. (Mary Lou Morris will talk to her husband about this since he is chair of the Road District and report back to the Board.)
- Board Member Comments:  
Director Kowalski asked if Mary Lou Morris had been able to get information about the Fire Department purchasing the lot across from the Bayshore station that is designated a park for Bayshore. This lot could be used for a new septic system for the Bayshore station. She was unable to get information but will try to have it for the November meeting. It was also suggested that the telephone company might be willing to give an easement for part of their property adjoining the station.  
Ron Potter asked for some history on the Seal Rock Fire Department that could be used for the grant. Director Kowalski was able to give some history on why the Fire Department was created.
- Chief's Report:  
Chief Shaw presented a new format for his monthly report. The report for September included the number of calls, volunteers, an unusual occurrence, billing, donations, public involvement, and training. The report also listed problems/solutions in September which included the generators, jet ski #3, 6232 and reroofing the Bayshore station. Monthly checks were also discussed. Run Statistics 9/01/2014 to 09/30/2014 was distributed and discussed.
- Additional Board Member Comments:  
Director Kowalski asked when burn season will begin. Chief Shaw stated it would be October 15<sup>th</sup>.  
Director Raudsep wanted to know if the Board should send a letter regarding the helicopter being removed. It is to be gone by November 30<sup>th</sup>. The community is circulating a petition and letters are being written in support of the helicopter remaining.

Vice President Soltau adjourned the meeting at 20:18.

Minutes prepared by Mary Lou Morris.