

**Seal Rock Rural Fire Protection District
Board of Directors Meeting—November 12, 2015
Seal Rock Administration Building**

Directors Present	Al Anton	Karl Kowalski	John Soltau
Others Present	Chief Tom Sakaris Lynda Engle	Mel Beery Bill Kenworthy	Patty Benjamin Skip and Susan Smith

Call to Order

President Anton presided and called the meeting to order at 18:30. There was a quorum.

Approval of Minutes for October 8, 2015 Board of Directors Meeting

There were no comments or corrections regarding the October 8, 2015 minutes.

Director Soltau made a motion to approve the October 8, 2015 minutes. Director Kowalski seconded the motion and it passed with all in favor.

Financials

Mr. Beery distributed the financial reports and discussed each statement.

1. Balance Sheet as of October 31, 2015/Summarized Current Assets and Liabilities—The total for Checking/Savings was \$354,234. The total cash for LOSAP was \$73,632. Total Accounts Payable was \$11,756.
2. Income and Expense October 2015—Total income from taxes for the month was \$36,105; year-to-date \$40,609. Total expense for the month was \$12,316.
3. Expense Detail October 2015—Expenses included \$3,569 for a portion of a grant that was returned to FEMA, and \$1,950 for audit services. Mr. Beery distributed copies of the District’s audit report by Grimstad & Associates.
4. Budget vs. Actual Report July through October 2015—Total expenses are 22% of budget. Director Kowalski made a motion to approve the Financials. Director Anton seconded the motion and it passed 3-0.
5. Bills Paid November 2015—The bills were reviewed and discussed. Director Kowalski asked about a payment to TCB Security Services in the amount of \$130.90 and was told it was for answering services. He also asked about a payment to the Secretary of State in the amount of

\$150.00, which was an annual fee for the audit report.

Director Kowalski made a motion to approve Accounts Payable. Director Soltau seconded the motion and it passed 3-0 with no further discussion.

6. Cash requirements November 2015—\$15,500 was required for the month of November. Director Kowalski made a motion to transfer \$15,500 from the LGIP fund to the bank account to pay the month's bills. Director Soltau seconded the motion and it passed with all in favor.

Old Business

1. Web Page Development—Chief Sarakis said he is working with Karin Ellison on designing a new, more user-friendly web page. He will keep Director Soltau apprised as the project moves forward.
2. Illuminated Stop Signs--Chief Sakaris reported that the two illuminated stop signs are still being tested and will cost \$225 each.
3. Update on Fish Fry Recruiting Event—There was no report since Director Silverthorn was not present.
4. Map of District—President Anton is working with a state agency on getting an updated map of the Fire District, like the older one at the Bayshore station. The new, updated map will hang in the Seal Rock Administration Building.

New Business

1. Maintenance Agreement for Radio Dispatch System—Chief Sakaris reported that PacWest Ambulance has its own dispatch system but uses the Fire District's frequency as a courtesy if the ambulance is responding to a call within the District. The Police Department and Public Works pays 60% of total cost for dispatch and Fire Districts pay 40%. The cost to Seal Rock for the first year of a three-year agreement would be \$2,903.29, but would be less in subsequent years if the call volume goes down. Monies paid will go into a trust with an oversight committee. A brief discussion followed about the effect a new Ambulance Service Agreement (ASA) would have on dispatch costs.

Director Soltau made a motion to approve the payment of \$2,903.29. Director Kowalski seconded the motion and it passed 3-0.

2. Lincoln County High Angle Rope Rescue Team—Chief Sakaris had attended a Fire Defense Board meeting, where the Lincoln County Technical Rope Rescue Team asked for financial assistance from the Fire Districts in buying new hardware. The team responds to 8-10 calls per

year throughout the county. The Chief recommended a donation of \$1,000, as had been made the previous year. Director Kowalski suggested a donation of \$500.

Director Kowalski made a motion to approve a donation of \$500 to the Lincoln County High Angle Rope Rescue Team. Director Soltau seconded the motion and it passed 3-0.

Public Comment

1. Skip Smith asked that the *DRAFT* minutes from the Board of Directors meetings be posted on the website before they are approved by the board.
2. Representing the Association, Mr. Kenworthy said that James Heflin would like to return to active status with the Fire District. President Anton said Mr. Heflin has a right be heard before the board, either in public or executive session, if he would appear at the next board meeting.
3. Further to Association business, the Operation Santa Claus food drive will be held on December 5, 2015. President Anton will be "Santa".

Chief's Report

1. There were 29 calls during the month of October, the larger percentage of which were medical calls. Chief Sakaris reported that Central Coast and Seal Rock are working well together. President Anton added that, in keeping with the mutual aid agreement that is in place between Seal Rock and Central Coast, Seal Rock is toned out to assist on Central Coast's calls if needed.
2. Chief Sakaris will attend a meeting with the Bayshore Homeowner's Association regarding the sand issue in Bayshore on November 21, 2015.
3. President Anton distributed copies of the Special District Board Practices Assessment conducted by Rob Mills on October 15, 2015.

President Anton adjourned the meeting at 19:10.