

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

Directors Present: Al Anton
Peter Benjamin
Karl Kowalski
John Soltau
Larry Silverthorn

Others Present: Chief Tom Sakaris
Mel Beery
Skip and Susan Smith
Lynda Engle
Interim Chief Paul Highfill
Bill Kenworthy
Boone Ogden
Mary Lou Morris

Call to Order

- President Anton presided and called the meeting to order at 18:31. There was a quorum.

Approval of Minutes for July 9, 2015 Board of Directors Meeting

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

Financials (handout)

- Mr. Beery distributed the financial reports and discussed each statement.
- Balance Sheet as of July 31, 2015 – Summarized Current Assets and Liabilities. The total for Checking/Savings was \$356,758. The total cash for LOSAP was \$76,931. Total Accounts Payable was \$8,304.
- Income and Expense July 2015 – Total income for July was \$2,321, mainly taxes collected for the prior fiscal year. It was pointed out the \$7,000 for Chief salary was a combination of Chief Sakaris and Interim Chief Highfills' salaries. The \$6,315 for Workers Comp/Life/AD&D was the premium for the year, a combination for workman's comp and accidental death. Total expense for July was \$24,238.
- Expense Detail July 2015– President Anton explained the expenses to Amazon Marketplace were for water rescue equipment.
- Budget vs. Actual Report July 2015 – Mr. Beery pointed out the Total Expense for the month was \$24,238 which is 8% of the budget.
- Director Kowalski made a motion to approve Financials. Director Soltau seconded the motion. Motion passed unanimous.
- Bills Paid August 1 - 11, 2015 – The bills were reviewed. The amount paid to National Hose Testing Specialties, Inc. was for the yearly testing. The TCB Security Services Inc. charge was for the answering service. The check to Chief Sakaris was for insurance reimbursement. The total for bills was \$9,060.92.
- Credit Card Charges July 2015 – Charges were reviewed with no comments.

- Director Benjamin made a motion to approve Accounts Payable. Director Silverthorn seconded the motion. Motion passed unanimous.
- Director Silverthorn complimented Mr. Beery on his outstanding reports.
- Cash Requirements August 2015 – Mr. Beery stated \$19,000 is required for the month of August.
- Director Benjamin made a motion to transfer \$19,000 from the LGIP fund to the bank account to pay the month's bills. Director Soltau seconded the motion. Motion passed unanimous.

Public Comments

- Mr. Smith told the Board that he will be attending the OFDDA conference. A discussion followed regarding others attending. Mr. Smith requested being added to the email list for receiving the monthly board meeting minutes. He will give his email address to Mrs. Morris.

Action Items from July

- President Anton asked the Board if they'd looked at the website. Directors Benjamin and Soltau stated the website needs to be updated including the correct address, board member names and their terms of office. Director Soltau said he would help with the needed changes.
- Director Benjamin reported the Bayshore phone has been shut down. He discovered another phone line hooked up to a bell that rings if a call is coming in. However, he could not locate a phone. President Anton stated the District is paying a phone bill for Bayshore.

Action Items

- Chief Sakaris will order a phone for the Bayshore station.
- Chief Sakaris make the suggested change on the letter regarding sand issue in Bayshore and then forward to Mrs. Morris.
- Mr. Highfill will check on the status of the tsunami siren.

Old Business

- Continued Discussion of Property Acquisition:
President Anton stated Dennis Bartoldus has a four step plan for the acquisition as follows:
(1)Get the appraisal of the building to Mr. Bartoldus, including the price and terms of sale.
(2)Have a building and septic inspection. Then get Mr. Bartoldus's approval.
(3)Mr. Bartoldus writes the agreement for the Board with a rent back agreement. Mr. Highfill agrees to the terms.
(4)Projected ownership date July 2016.
An explanation of property acquisition followed. Mr. Highfill is retiring and his building behind the Seal Rock Station will be vacant. Equipment could be relocated to this convenient building.

- Sand Issue in Bayshore:
Chief Sakaris presented a draft of the letter to Bayshore Homeowner's Association and Commissioner Bill Hall regarding the safety issue of sand on the roadways in south Bayshore. Mary Lou Morris suggested removing the second sentence in the letter that begins –“In regards”. She explained that the Homeowner's Association does not have jurisdiction over the roads in Bayshore. The roads are under the jurisdiction of the Bayshore Road District which is separate taxing entity. Neither organization has the funds or authority to remove the sand at this time. Chief Sakaris will make the suggested change and get the final letter to Mrs. Morris.
- Bayshore Tsunami Siren:
Mr. Highfill stated the tsunami siren is now behind the Seal Rock Station. He will check on the status to find out if it's usable or has any value.

New Business

- Central Oregon Coast Fire District Issues:
Director Benjamin asked if a lawyer should be present for this discussion. President Anton stated it was not necessary. There have been meetings with Central Oregon Coast to listen to their concerns and determine how Seal Rock Fire District can help. Vehicle accidents will be moved up and there is a mutual aide agreement. There will be no change except for vehicle accidents. It was agreed that Seal Rock will not run Central Oregon Coast calls. Director Silverthorn asked if Seal Rock volunteers will have input. Mr. Highfill asked if Seal Rock responds to a big accident, can Seal Rock bill for the call. Chief Sakaris is looking into that issue. Mr. Kenworthy stated two medicals are sent for each call that Central Oregon Coast responds to. He wonders how many volunteers are going to be called from Seal Rock District. It was agreed the Chiefs will have to work that out. Director Silverthorn asked if the Chief has learned anything about the pagers. Chief Sakaris stated it is complicated and he's working on communication. There are plans for more repeaters but not right away.

Communications

- Chief Sakaris received a flier regarding a meeting on board member duties and responsibilities. All have attended this meeting.

Chief's Report

- Chief Sakaris said there were 39 calls last month, which is over twice as many as the previous month.

Board Comments

- Director Silverthorn has a concern about the driveways along 101. If there is a fire at a home, he fears that there would not be enough room to get into the driveway. A discussion followed.

- Director Benjamin has information received from a meeting in Florence. The handouts, which have good information, are in the Board boxes. He went over the check list of items from SDIS. He also needs information from board members for the bank account.
- Director Silverthorn asked about the picnic scheduled for August 22nd. The Board is invited.

President Anton made a motion to adjourn the meeting. Director Soltau seconded the motion. Motion passed unanimous. The meeting was adjourned at 19:19.

Minutes prepared by Mary Lou Morris.