

**Seal Rock Rural Fire Protection District  
Board of Directors Meeting – December 8, 2016  
Seal Rock Administration Building**

**Directors Present:** Al Anton  
Peter Benjamin  
Larry Silverthorn

John Soltau  
Karl Kowalski

**Others Present:** Chief Sakaris  
Bill Kenworthy  
Paul Highfill  
Mary Lou Morris

Mel Beery  
John Raudsep  
John Stotts

**Call to Order – Board of Directors Meeting**

- President Anton presided and called the meeting to order at 18:34. There was a quorum.

**Approval of Minutes for November 10, 2016 Board of Directors Meeting**

- President Anton asked if there were any comments or corrections regarding the November 10, 2016 minutes. There were no comments or corrections.
- Director Soltau made a motion to approve the November 10, 2016 minutes. Director Silverthorn seconded the motion. Motion passed.

**Financials (handout)**

- Mr. Beery distributed financial reports and discussed each statement.
- Balance Sheet as of November 30, 2016 – Summarized Current Assets and Liabilities. The total for Checking/Savings was \$537,932. Total LOSAP cash was \$69,669. Total Accounts Payable was \$11,304.
- Income and Expense November 2016– Total Income was \$207,311. Under Expenses, Director Benjamin stated the Chief’s Salary should be \$5,000 instead of \$4,500. This has been corrected and the Chief received the back pay. The amount under Volunteer Paid Services is for October and November.
- Expense Detail November 2016– President Anton questioned the amount paid to Curtis Tools under Vehicle/Equip Repairs and Maintenance. Chief Sakaris explained this was the annual check on the air machine. Under Electricity, Chief Sakaris said the amount for the Bayshore Station should now go down since he discovered the heater had been left on and he turned it down. Mr. Beery explained he grouped all of the expenses for the fish fry under Community Events. The payment to Paul Highfill has been separated from the other items under Building 3 Improvements.
- Budget vs. Actual Report July through November 2016 – Mr. Beery pointed out 84% of amount budgeted for taxes for the current year has been collected.
- Director Benjamin made a motion to approve Financials. Director Kowalski seconded the motion. Motion passed.

- Bills Paid December 2016 – Total bills were \$11,630.12. The bill from Mark Jung was not included. Director Silverthorn made a motion for pay Mr. Jung \$1490. Director Benjamin seconded the motion. Motion passed.
- Credit Card Charges November 2016 – Charges were presented with no comments.
- Director Kowalski made a motion to approve Accounts Payable. Director Benjamin seconded the motion. Motion passed.
- Cash Requirements December 2016 – Mr. Beery stated \$22,000 is required for the month of December.
- Director Kowalski made a motion to transfer \$22,000 from the LGIP fund to the bank account to pay the month's bills. Director Benjamin seconded the motion. Motion passed.

### **Old Business**

- New Station Update:  
Director Silverthorn reported the move into the new station is done. Things left to do are mount the antenna and radio purchases. Mr. Jung has developed a new speaker so transmissions can be heard while the truck is getting ready for calls. There is still an issue with the lights that is being worked on. Lyle Beard is working on the turnout. Work is still taking place on the water rescue area.
- CERT  
Chief Sakaris asked CERT to move their supplies since the storage area was needed for jackets and other items, including the ham radio. The shed was offered to CERT for storage but isn't water tight. CERT has moved their items to Newport but would still like to have an area at the Seal Rock Station. Director Benjamin stated all other CERT units, except Toledo, have supplies at the local fire station. He said Lincoln County is still making an effort to sponsor CERTS that want to join and find storage areas. Director Benjamin thinks CERT is ok for now in Newport but would like a space at Seal Rock in the future. They need a water tight area to store backpacks and class supplies. It was agreed to have Paul Highfill or Lyle Beard look at the old water rescue area to see what needs to be done to make it waterproof. Director Silverthorn asked what will be stored in containers. Water, first aid supplies, long term food, go packs, tents and other items will be placed in the containers. Director Silverthorn suggested obtaining a letter from Jenny Demaris or having her come to a Seal Rock Fire District board meeting to discuss Lincoln County support for CERT.

### **New Business**

- Chief Tom Sakaris' Report:  
Chief Sakaris reported John Stotts is retiring as a volunteer. He thanked him for his involvement. There was no damage from the Thanksgiving storm, just local flooding. There were 32 calls for the month with 25 being EMS. The Special District Insurance reports Seal Rock buildings are under insured by the following amounts: \$43,864 for Bayshore station, \$234,600 for the new station, and \$75,163 for the old building. These amounts are costs to rebuild. The additional cost would be \$601 more per year. Director Soltau asked if someone from the

insurance company can come and do a review, which he thinks should be done each year. Chief Sakaris will contact the insurance company to have someone come for a review and to explain what is needed. The bill is due December 31, 2016 but will be approved at the January meeting.

- Volunteer Association Report by Bill Kenworthy:  
No report given.
- Awards Banquet  
Catering for the banquet was discussed. Boones Catering has quoted \$28/person for fish and prime rib, with a total cost of \$2000 plus awards. Rogue Brewery is \$20/person for prime rib with dessert. Paul Highfill stated the fish left over from the fish fry was going to be served at the banquet which should reduce the cost. Chief Sakaris has a concern since the Board is currently funding all events using tax dollars. Director Silverthorn made a motion to spend \$1200 for the banquet. Director Benjamin seconded the motion. Motion passed.
- Liability Insurance (change in policy)  
Already discussed under Chief's Report.

#### **Public Comments:**

- John Stotts expressed his support for CERT.

#### **Communications:**

- President Anton stated the election results from the county clerk need to be accepted. Director Benjamin made a motion to accept the county clerk's election results. Director Soltau seconded the motion. Motion passed. President Anton said there were 974 yes votes and 687 no votes for the tax levy.
- President Anton explained \$196,455 was budgeted in the General Fund for taxes collected and the actual amount from the county is \$214,370. This is \$17,916 over the budgeted amount. The Chief's Fund was budgeted for \$84,789 and the actual amount is \$92,520. This is \$7,731 over the budgeted amount.
- President Anton said Special Districts is looking at Seal Rock Fire District to do the chief's work for Central Coast. The intent regarding the Chief needs to be clarified before saying no. A trial basis was discussed. Director Benjamin spoke with a Central Coast board member and was told Special Districts is reviewing the applications for chief and picking the best candidates. Seal Rock might oversee the operational portion of Central Coast, the administration function. This is currently in the fact finding stage. It was agreed to have President Anton talk with the Central Coast board and report back at the next meeting.

#### **Board Member Comments:**

- Director Silverthorn stated two 40 inch TVs have been purchased, one for Seal Rock Station and one for Bayshore Station.
- Director Benjamin has information on the SDAO Annual Conference. It will be held February 9 – 11, 2017 at the Marriott in downtown Portland. Registration is now open and block rooms are available. It was agreed to move the February Board of Director's Meeting to February 16<sup>th</sup>.

- Director Soltau asked for an update on PAC West. President Anton is meeting with representatives of PAC West to discuss a public/private partnership. An ambulance could be stationed in the Seal Rock district. The Bayshore location was discussed with PAC West maybe doing improvements to the septic system. Director Silverthorn spoke with staff and gave them a tour of the Bayshore station. They seemed encouraged with the location and felt there could even be a sleeping area upstairs.

President Anton adjourned the regular meeting at 19:55.

An Executive Session followed under 192.660 Section 2(a) To consider the employment of a public officer, employee, staff member or individual.

Minutes prepared by Mary Lou Morris.