

**Seal Rock Rural Fire Protection District
Board of Directors Meeting – February 16, 2017
Seal Rock Administration Building**

Directors Present: Al Anton
Karl Kowalski
Peter Benjamin
Larry Silverthorn (by phone)

Director Absent: John Soltau

Others Present: Chief Sakaris
Bill Kenworthy
Mike Burt
Mel Beery
Boone Ogden
Mary Lou Morris

Call to Order – Board of Directors Meeting

- President Anton presided and called the meeting to order at 18:39. There was a quorum.

Approval of Minutes for January 11, 2017 Board of Directors Meeting

- President Anton asked if there were any comments or corrections regarding the January 11, 2017 minutes. There were no comments or corrections.
- Director Benjamin made a motion to approve the January 11, 2017 minutes. Director Kowalski seconded the motion. Motion passed.

Financials (handout)

- Mr. Beery distributed financial reports and discussed each statement.
- Balance Sheet as of January 31, 2017 – Summarized Current Assets and Liabilities. The total for Checking/Savings was \$515,798. Total LOSAP cash was \$66,145. Total Accounts Payable was \$5,326.
- Income and Expense January 2017 – Total Income was \$2,492 with \$2,160 from taxes. Under Expenses - Property/Liability Insurance was the yearly premium for January through December.
- Expense Detail January 2017 – Director Kowalski asked about the expense from Amazon. This was ear pieces for water rescue. Mr. Beery stated the expense under Seminars/Conferences should be Special Districts instead of State of Oregon. He will correct this entry.
- Budget vs. Actual Report July through January 2017– Mr. Beery pointed out 96% of amount budgeted for taxes for the current year has been collected. Director Kowalski questioned the 421% of budget for Public Education/Newsletters. It was explained most of this expense was advertising. The Newport Times bill is being corrected. Mr. Beery stated 45% of the budgeted amount for expenses has been used.
- Director Kowalski made a motion to approve Financials. Director Benjamin seconded the motion. Motion passed.

- Bills Paid February 2017 – Total bills were \$7,189.79.
- Credit Card Charges January 2017 – Charges were presented with no comments.
- Director Kowalski made a motion to approve Accounts Payable. Director Benjamin seconded the motion. Motion passed.
- Cash Requirements February 2017 – Mr. Beery stated \$13,000 is required for the month of February.
- Director Kowalski made a motion to transfer \$13,000 from the LGIP fund to the bank account to pay the month's bills. Director Benjamin seconded the motion. Motion passed.
- President Anton stated Mr. Beery needs a new stand alone computer and has approved the purchase. The computer will be purchased with the credit card and housed at the station.

Old Business

- LOSAP Update (Boone Ogden):
Mr. Ogden said the LOSAP report will be ready for the March meeting. Director Silverthorn and Mr. Kenworthy are working on the report with him.
- Radio Building:
Chief Sakaris stated two new panels are being installed which will give better reception for pagers. Dish Network is now at the station allowing news feeds.
- Generator:
President Anton has located a 50KW generator that has 67 hours on it. The cost is \$7,000. The generator can be here the second week of March and will be set up like the one at the Bayshore Station. Director Kowalski made a motion to purchase the generator. Director Benjamin seconded the motion. Motion passed.

New Business

- Chief Tom Sakaris' Report:
Chief Sakaris reported there were 32 calls for the month. One was a structure fire in Waldport that involved a motorhome and two other structures. Central Coast has hired a new fire chief who will begin March 1st. Chief Sakaris received a request to use the facility for a private birthday party. He said no. Chief Sakaris has checked with the insurance agent and was told organizational groups or governmental agencies can use the facility but not private parties. Director Silverthorn asked if fire department volunteers could use the facility. It was agreed this would be permitted. Mr. Ogden asked about the liability concerning events such as the Fish Fry. Chief Sakaris will check on the liability. A summary of insurance coverage is being sent to Chief Sakaris. President Anton, Paul Highfill and Adam Denlinger did interviews for the firefighter position. There were 12 candidates with one withdrawal.
- Volunteer Association Report by Boone Ogden:
Mr. Ogden said there has been a good turnout for training. There are currently six volunteers for surf rescue and they have monthly training. He would like to have more volunteers and asked about recruitment ideas. Director Kowalski stated the Fish Fry was supposed to be used for recruitment. President Anton reported there are three new volunteers in background checks now. Director Kowalski thinks it

is important to find committed people. Mr. Ogden would like to stress the benefits and training reimbursement. There is \$6,000 in this year's budget and \$3,859 has been used for volunteer training, education and recruitment. Chief Sakaris needs to know 30 days ahead of training requested to make sure it is appropriate for the individual. Training is at Chief Sakaris' discretion. Mr. Ogden is the training officer and feels training is very important. Director Kowalski feels volunteers should go to training if it is needed. The training is to help the Department not a reward for volunteers. Volunteers receiving added training should benefit and share their new knowledge. Mr. Ogden is now on the signature card.

Public Comments:

- None

Communications:

- None

Board Member Comments:

- Director Silverthorn said Pioneer Telephone has been contacted about using a portion of their property for the septic system at the Bayshore Station. Nothing has been decided yet. He has met with PAC West and done a walk thru at the Bayshore Station. Director Silverthorn wants to be the Board representative for State Parks. President Anton will ask Mr. Bartoldus if this is ok since there might be a conflict of interest.
- Director Benjamin brought back information regarding GEMT and House Bill 4030 from the SDAO Annual Conference. He recommends the Seal Rock Board send a letter in support of this project for legislation. There could be benefits of reimbursement for uncompensated costs. President Anton asked Chief Sakaris to send a letter of support for the legislation.
- Director Kowalski asked about the schedule for hiring the new firefighter. President Anton said this will be discussed in the Executive Session.
- President Anton reported someone from the public has questioned whether the Fire Department is getting required bids for projects. Mr. Bartoldus said two bids are required if a project is over a certain amount. This hasn't been done in the past and the Department needs to follow the guidelines. President Anton will find out the amount requiring bids.

President Anton adjourned the regular meeting at 19:25.

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

Minutes prepared by Mary Lou Morris.