

**Seal Rock Rural Fire Protection District  
Board of Directors Meeting—January 11, 2017  
Seal Rock Administration Building**

<b>Directors Present</b>	Al Anton Peter Benjamin Karl Kowalski	Larry Silverthorn John Soltau
<b>Others Present</b>	Mel Beery Patty Benjamin	Paul Highfill Chief Tom Sakaris

**Call to Order**

President Anton called the meeting to order at 18:33.

**Approval of Minutes for December 8, 2016 Board of Directors Meeting**

President Anton called for a motion to approve the minutes of December 8, 2016. By way of discussion, Director Silverthorn said his motion regarding the Firefighter Association’s Annual Awards Banquet had been to spend \$1,200, but was not broken down into \$20/person for food and \$200 for the building as reflected in the minutes. Director Kowalski made a motion to approve the December 8, 2016 minutes as amended. Director Silverthorn seconded the motion and the motion passed with all in favor.

**Financials**

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

1. Balance Sheet as of December 31, 2016/Summarized Current Assets and Liabilities—Total for Checking/Savings was \$549,824. Total cash for LOSAP was \$69,670. Total Accounts Payable was \$16,726.
2. Income and Expense for December 2016—Income included taxes and interest totaling \$4,303.
3. Expense Detail December 2016—The Chief’s salary reflected an increase adjustment retroactive to July 1, 2016. The final billing for Audit Services was \$8,220. In answer to a question from Director Silverthorn, Mr. Beery said the figure for the Firefighter Association’s Training Benefit included payments for attending drill and gas reimbursement. A brief discussion followed about the expense for Dispatch Services.
4. Budget vs. Actual Report July through December 2016—The district was at 92% of total budget at year end with 96% of taxes collected.

Director Benjamin made a motion to approve the Financials. Director Kowalski seconded the motion and it passed 5-0 with no further discussion.

5. Bills Paid January 2017—Total bills paid were \$28,001.67, which included a payment for liability insurance from June 1 – December 31. There were no questions or discussion. Director Benjamin made a motion to approve Accounts Payable. Director Silverthorn seconded the motion and it passed unanimously.

6. Cash requirements January 2017—\$35,000 would be required to meet payroll and bills. Director Silverthorn made a motion to transfer \$35,000 from the LGIP fund to the bank account to pay the month's bills. Director Kowalski seconded the motion and it passed 5-0.

### **Old Business**

1. Job Announcement—A copy of a job announcement for the position of Firefighter for Seal Rock Fire District was distributed. The announcement was submitted to the News Times for publication. Closing date for the position is January 25, 2017 and interviews will be conducted February 8, 2017. Chief Sakaris said four responses to the announcement had already been received.

### **New Business**

1. Steve Silva, WHA Insurance—Mr. Silva was scheduled to review the Fire District's buildings and present a summary to the board at the January meeting, after Special Districts reported that the buildings were under-insured. Mr. Silva had asked to reschedule for the February meeting.

2. Chief's Report—

There were 438 calls during 2016. That figure was up from 395 the previous year.

Emergency response agencies and districts along the Central Oregon Coast are preparing for the crowds of visitors that are expected when the solar eclipse occurs on August 21, 2017. The primary area for viewing the eclipse will be Depoe Bay/Gleneden Beach.

### **Association Report**

There was no association report.

### **Public Comment**

There was no public comment.

**Communications**

There was nothing under Communications.

**Board Member Comments**

1. President Anton and Director Silverthorn reported on a meeting they had with Central Coast Fire & Rescue board member Tim Grady regarding Central Coast's hiring process for a new Fire Chief. Central Coast will call if they need assistance beyond the mutual aid agreement with Seal Rock that is already in effect.
2. Chief Sakaris expressed concern about whether PAC West's coverage of South County meets the terms and requirements of their ASA agreement. He said an Ambulance Review Committee meeting is coming up and he is appointed to that panel. President Anton added that PAC West has a new General Manager and he had spoken with him on the phone. Chief Sakaris said he would meet the new GM at an upcoming Chiefs' Meeting.
3. Director Silverthorn said he would like to donate the frozen French fries left over from the Fish Fry/Open House that the Fire District held in October to a church in Newport to be served at meals for the public. The board had no objection.
4. Director Silverthorn said Mark Jung had been away and ill but would complete the radio/speaker work at the new station when he can.
5. Director Kowalski reported that there is still a problem with the solar panels on the building where the repeater equipment is housed. The District had purchased brackets to correct the problem. Chief Sakaris, Director Silverthorn, and Mark Jung will follow up.
6. At the October meeting Director Kowalski had brought up the possibility of digging up the driveway at the Bayshore station so it could be used for a septic drain field. He provided an update on his discussions with Bales Bros Excavation, and what setbacks and easements would be required. He will keep the board apprised.

**Adjournment**

On a motion by Director Benjamin, with a second by Director Silverthorn, President Anton adjourned the regular meeting at 19:12.

Minutes prepared by Patty Benjamin.