

**Seal Rock Rural Fire Protection District  
Board of Directors Meeting – October 11, 2018  
Seal Rock Administration Building**

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

**Call to Order**

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

**Approval of Minutes for September 13, 2018 Board of Directors Meeting**

Director Soltau moved, Director Silverthorn seconded, to approve the September 13, 2018 minutes as presented. Motion passed 5-0 with no discussion.

**Financials**

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

1. Balance Sheet as of September 30/Current Assets and Liabilities—Three months into the Fiscal Year, the total in Checking/Savings was \$364,309; LOSAP Funds stood at \$76,467; Total Accounts Payable was \$11,439.
2. Income and Expense for September 2018—Mr. Beery noted that there were no taxes included in the financial statement because the report had not come in. Firefighters Fund Expenses was \$17,418; Chief Fund Expenses was \$7,652; General Fund Expenses was \$8,068; Truck & Building Fund Expenses was \$2,451.
3. Expense Detail September 2018—Director Silverthorn asked about an entry for medical supplies. There was no further discussion.
4. Budget vs. Actual Report July through September 2018—The Firefighters Fund Expenses and Chief Fund Expenses were both under budget at 27% and 22%, respectively; General Fund Expenses was also under budget at 18%; Truck & Building Fund Expenses was at 11%. Director Benjamin moved to approve the Financial Reports. Director Kowalski seconded the motion and it passed 5-0.
5. Bills Paid October 2018—Total bills paid was \$11,944.74. President Anton noted that the two payments to Special Districts Association of Oregon (SDAO) covered both insurance and membership. Director Kowalski moved, Director Benjamin seconded, to approve Accounts Payable. Motion passed with all in favor.

6. Cash requirements October 2018—\$33,300 would be required to meet payroll and bills. Director Silverthorn made a motion to transfer \$33,300 from the LGIP fund to the bank account to pay the month's bills. Director Benjamin seconded and the motion was approved 5-0.

### **Old Business**

1. Fire Prevention Week—Chief Sakaris said an engine had been stationed at the Bay Mart and another at the Post Office as a kickoff for Fire Prevention Week and firefighters distributed informational brochures about the fire district. An Open House will be held at the station on October 13, 2018.

2. Draft Station Design—Chief Sakaris distributed draft copies of a proposed design that would remove a wall and expand the space at the new fire station to provide living quarters for paid firefighters working 24-hour shifts. A discussion followed about submitting the draft design to a professional to have blueprints made. Those detailed blueprints would be provided to contractors bidding on the project after it is publicly advertised. Director Kowalski said the project could not be done until July 2019 but it would be good to get everything in place prior to that time. President Anton added that the district's legal counsel is reviewing the project. Director Silverthorn moved to go forward with the proposed design. Director Benjamin seconded the motion and it passed 5-0. Director Silverthorn said the drawings of the proposed design would be submitted to the Lincoln County Planning Department with the district's application for a conditional use permit.

### **New Business**

1. Chief's Report— Chief Tom Sakaris

A. Chief Sakaris had been involved in a traffic accident. There were no injuries and paperwork had been completed.

B. The chief had attended a meeting at the Seal Rock Garden Club regarding the spraying of pesticides off Park View Street. There was concern about the application of pesticides close to piles of debris that would be burned in the spring. Chief Sakaris said he would respond when the burning was going on but, after some discussion, it was decided that this was a State Forestry issue and complaints and concerns should be referred to them.

C. The chief will complete the SDAO Best Practices survey to receive a 10% credit on the district's insurance costs.

D. In September 2018, Seal Rock Fire responded to 22 EMS calls, 1 public service call, 1 public assistance call, 1 surf rescue, 3 motor vehicalaccidents,1 rubbish fire, 3 "good intention" calls (smoke detector), 3 dispatch calls that were cancelled, and 2 false alarms. In answer to a question from Director Silverthorn, the chief said the water rescue team trains once a month.

E. Chief Sakaris will meet with Central Coast's Chief Woodson to discuss mutual aid protocols on surf rescue calls and their rescue boat's availability.

2. Association Report— Association President Hank Lopez

A. The association’s annual picnic was held on October 6, 2018. Lopez said 16-20 people had attended. He thanked the board for covering the cost of food and soft drinks, and apologized if board members’ personal invitations to the picnic had not been received.

B. Generic business cards had been printed for recruitment purposes and a brochure had been designed. A discussion followed about reviewing brochures and flyers for accuracy and typos prior to their circulation.

C. The volunteers would be willing to canvas district neighborhoods to promote the bond measure that will appear on the November ballot.

D. The association will coordinate with Central Coast on the Operation Sana Claus food drive.

E. There is interest in attending the 6-day class for volunteers at the National Fire Academy in Emmitsburg, Maryland.

**Public Comment**

There was no public comment.

**Board Member Comments**

Director Benjamin had submitted an article on recruitment for publication in the Bayshore Breeze newsletter. Chief Sakaris said he would like to offer it for publication in the Makai newsletter as well.

President Anton said monthly board meeting notices would be advertised in the News Times.

**Adjournment**

President Anton adjourned the meeting at 19:20.