

Seal Rock Rural Fire Protection District
Regular Monthly Meeting
Every Second Thursday of each month at 6:30PM aka 18:30 hours
March 11, 2021 Minutes

The Board of Directors of the Seal Rock Rural Fire Protection District met for their regular monthly session, scheduled for the Second Thursday of each month. Due to COVID protocol, the meeting was held by ZOOM. The meeting was called to order by Chair Fritz at 6:32PM aka 18:32 hours.

Chair Fritz: So this is going to be for March 11th, 2021 at 18:32 hours. We are going to have the Seal Rock board meeting. I am going to call it to order. Going to roll call;

We have: Director Joll, Director Oliver. Director Henson, Director Soltau, Chair Fritz in attendance

Staff Present: Accountant Tom Wilson, Fire Chief Tom Sakaris, Firefighter Licon, Firefighter Townley.

Guests Present: Tess Downey, Skip Smith, CAC Vice-Chair Mickie Lindquist, CAC Chair Al Anton and CAC Director Tianne Rios,

Chair Fritz; So then, I call for approval of last month's meeting minutes. Did everybody get a copy of that?

Director Joll: Oh yes, I did.

Chair Fritz: Okay. So we are going to do the 11th first. Did everybody get those?

Director Soltau: I did. I got the February 11th and the 22nd.

Chair Fritz: Okay. Director Soltau got his.

Chair Fritz: Director Joll, did you get yours?

Director Joll: Yeah, I think we all got them. I move to approve the February 11th meeting minutes as presented.

Chair Fritz: Okay. Any second?

Director Oliver: I second.

Chair Fritz: Second. Okay. All in favor?

Attendees: Yes.

Chair Fritz: Okay. So we will put the February 11th minutes up on the website and then the 22nd's minutes. That is the one that Director Soltau graciously ran the meeting for me because I was at work. That was about the election. Did everybody get those? Were there any questions on those?

Chair Fritz: Okay if there are no questions do I have a motion to approve and post these?

Director Oliver: I move to approve the minutes for the February 22nd meeting.

Director Joll: Second.

Chair Fritz: Okay. Everybody in favor?

Directors: Yeah.

Chair Fritz: Okay. So for both meetings in February, they are all good and done now. Okay. So then now we are going to go to finances with our Accountant Tom Wilson. Tom and I talked earlier. We are going to have to discuss some things at the end. There is going to be, I think, a little bit of culture shock, too, because I did not get a chance to inform everybody. But we will explain what is going on and we will talk about what we feel works better in the future so as to prevent what happened this last month.

SR Accountant Tom Wilson:

I will start with the balance sheet where we had \$610,466. worth of operating funds, plus the length of service award program funds, at \$34,325. and then the reserve funds for the truck and the building of \$169,075.00. The checking savings is up to \$813,866. and there are still property taxes receivable of another \$34,666.

In the month of February, we made a \$11,040. insurance premium payment for liability insurance. On page two, our fixed assets have not changed. The liabilities have not changed either. Total liabilities are \$263,976., and total equity of \$1,044,254. bringing Total Liabilities and Equity to \$1,308,230.

The next item is the income and the expenses for February. Most of this money is coming from the property taxes at \$18,406. Expenses for payroll, both firefighters and chief is going to be \$22,897. The general fund reflects what we generally pay but on page two of the Income and Expenses, the top item is Dispatch Services of \$4,348. that is actually billed quarterly for dispatch services it is not a monthly payment. The insurance was an annual payment of \$12,000. So those are two items to talk about later. Overall, for the month, our net income is a loss of \$22,817.

Next is the expense detail. Every item here, we have talked about as they are summarized in the Profit and Loss Statement.

Next the budget versus actual account. The District is eight months into the fiscal year, so we should be looking at 66% of the income and the expenses. Looking down that far-right column for percentages of the income. We see the District is at 99% of expected income. Under expenses for Firefighters, only 56% of what was budgeted has been spent, so far, and the same actual amount for the Chief's wage.

Next are general payments at 54% so the fire department is under spent there so far, based on what was expected in the budget. The last item shows 78% that mostly reflects improvements at the Bay Shore firehouse that were not expected. So, not horrible overall because on total expenses the District is at 57% meaning the District is under the 66% expected expenditures.

Chair Fritz: Tom. Sorry. What line was it that you were saying that the firefighter fund, we only spent 58% of that?

Tom Wilson: Oh, sure. Let me go back. The firefighter? On the first page, about midway. That one, Chair Fritz. It has the firefighters' payroll expenses on the right-hand side, at 56%. And the same with the Chief. Then we go down that column we got 99% of our income received. We have spent 56% of the payroll for both firefighters and the Chief. We are 66% through the budget.

Chair Fritz: Okay. But we also are over budget on our PERS, correct?

Tom Wilson: Our PERS?

Chair Fritz: Yeah.

Tom Wilson: Oh, right. Yes. That is true. I am just going to the totals.

Chair Fritz: Well, because you keep saying we are under budget, but the money that we now have in there, has to last until next tax collection year... This is all the money that we are getting in. We are not getting any more money in. So we want to be right at that 66% or right under that 66% because our PERS is currently overspent.

Tom Wilson: Yes, you are right. Moving on to bills paid and credit card charges, nothing really drastic there at all. Just minor charges for fuel and some minor expenses. The utility also comes through credit cards. So that is why you see the utilities there. They are automatically paid by credit card. The Home Depot payment is for stuff paid for on the Bay Shore Office and/or Firehouse. I am sure that would pretty much do it for the credit cards.

Next then, we get to the Checking and Savings Transactions, there are items that we need to discuss here. On February 9th, we have the IRS and the Oregon Department of Revenue payment for payroll taxes. There is \$4,844.48 for IRS and \$1578.76 for the Department of Revenue, which totals \$6,423.24 Normally, we would be paying those on the 15th of the month, which would occur after our board meetings, but because the payroll is always dealt with on a case basis or calendar year basis there are two payroll tax schedules. One is you pay your people all through the month and then you pay the payroll taxes on the following month, due on the 15th. So that would be always after our board meetings. But when you go over \$50,000 worth of deposits, which happened, then the District is moved to what they call the 'bi-weekly schedule.' So you only have four days after your payroll to actually pay payroll taxes. So that moves it up prior to the board meeting.

That amount is \$6,400, then on the 17th of February, the Special Districts Insurance Premium for the District came due which is the \$12,000 payment I was talking about. That is an annual payment the District withholds a \$1,000 a month for but is all paid in the month of February. The next item, on the 25th of February was to the City of Salem for Dispatch Services what is billed quarterly. So, the SR District ended up with bills for \$6,400. payment to payroll taxes and \$12,000. to Special District Insurance and \$4,348. to the City of Salem for dispatch services totaling almost \$23,000.

The District only has a cushion of \$6,000. meaning the \$23,000. additional expense went above the cushion amount and the bank alerted us of pending transactions. \$12,000. was transferred towards the end of the month to cover that. These payments are, even with that transfer, still \$10,000, almost \$11,000 over what we normally pay and on our books, show a negative position, not in the bank, but in the books. So, therefore, we do not really want to see that happen, nobody does. And so, in order to control it, we are recommending that we increase the cushion from \$6,000. We are in a negative position by almost five, and we have already transferred \$12,000 since the last board meeting, after the

\$31,000 we had transferred, recommended to transfer. So we are thinking, in my discussion with Chair Fritz, that we should raise that cushion up a bit so that we do not run into these issues. And if you look at the very first page on the balance sheet, there is \$610,000. there. And what we have on this very last page is a recommendation to add a cushion of \$35,000. or \$30,000, say from \$6,000. \$30,000. which adds \$24,000.

I also looked at what that might cost in the loss of interest because that is an important item. And so, interest is currently at 4%, \$24,000 would be 4% of the money sitting there in the LGIP, which is the Local Government Investment Pool account. And, last year, in that account, we had earned interest of \$6,700. And 4% of that would be \$268. a year, or \$22. a month so it is not really a significant amount of interest lost.

Looking at the last page, I have made a change to the cash requirements document. Because today's balance, on the books, not the bank show a deficit of (\$4,430.). Looking at all the other items that we are going to be paying, basically another \$40,000. so, with that negative \$4,400 position it is almost \$45,000 that we would need to transfer. Okay? And so, instead of having just \$6,000. Chair Fritz has suggested to me of going to \$30,000. meaning a transfer of \$75,000. This would be a one-time deal to bring that cushion up, \$24,000.

Director Joll: Just for clarification, when you are talking about the interest difference, you are comparing the LGIP account to our cash account. Is that correct?

Tom: Right. If you are talking about our general bank account, that is a checking account. We get no interest in that.

Director Joll: Then the one with the more favorable interest rate is the LGIP?

Tom Wilson: Well, that is the only place that you are getting interest in.

Director Joll: Okay.

Tom Wilson: Okay, last year the interest was \$6,700. And so the \$24,000. added to the cushion is actually 1% of that fund, which would be 4% of the interest or only \$268. a year or \$22. a month. That is why I would not recommend just doing it without seeing what impact it would have on income.

Director Joll: No, I understand the calculations. I just was not a hundred percent clear about the starting point for those calculations, and that answers my question. Thank you.

Tom Wilson: Oh, you are more than welcome.

Chair Fritz: So, just so you guys know, as of right now, I know at least one firefighter has not been able to cash his check today. He has to wait until tomorrow because there are not enough funds even after I transfer funds into the account to make it so we are not negative. So this increased cushion, with the paydays fluctuating, would help and we would safely be able to have checks and things come in without bouncing.

Chair Fritz: Does anybody else on the board have any questions about the Financial?

Unidentified Speaker : No. I am fine with that.

Tom Wilson: So, did you want a motion or so to up it to \$30,000?

Chair Fritz: I would like a motion on it, just so we all know what we are doing. I do not know if we need to or not, but I would prefer a motion just so that we know that it is in there and that that is the amount that is going to stay, rather than that \$6,000.

Director Joll: The part that I do not understand is... in my understanding that that cushion was for unexpected expenses.

Chair Fritz: Correct. And I got a lot of them this month

Director Joll: Unexpected and a bill that happens annually or quarterly, and is not something that we pay monthly. Those are two separate things.

Chair Fritz: I think it got lost with the change in accountants.

Director Joll: Well, I think we need to do a better job and make sure that stuff does not get lost.

Chair Fritz: Yeah.

Tom Wilson: Yeah, well, those payments were actually expressed in the months that they occurred only. And we are now actually accruing them. So there is not going to be a loss or an unexpected situation ever again. So after I find these items, because I am fairly new in your fire department, I am fixing them so that they go out of the unexpected into the expected category.

Director Joll: Yeah, and I understand that. I am not pointing blame. I am just saying I think we need to anticipate them and plan for them accordingly. But I think that if we have money in an advantageous position that we do not need to take a shortcut and take an additional \$24,000 out of that account because we can plan for those expenses in the future. And even though the interest difference is relatively inconsequential in the big picture, I think it is important for us to be good stewards of the taxpayer's money, regardless of whether it is a large sum or a small sum. And I think we have discovered an opportunity for us to be more efficient and ensure that this type of situation does not happen in the future. And I do not think that necessarily having a giant cushion is really the best financially responsible option.

Chair Fritz: Tom, do you have a rebuttal to that?

Tom Wilson: No. Well, I would say it is not a major loss, for one, but I do understand Director Joll's position. Okay, \$30,000 is a large number, you know, increasing by \$24,000. but we have actually made some changes and the way the bills used to be paid only one time per month at the board meeting. And so the bills now are paid current so that there are no delinquent bills whatsoever. And so with doing that, we are paying bills as they come in instead of like 30 days later. And so, we do not know what would be new to your account that every bill may incur. Okay? So \$6,000 is kind of a very small cushion when we are doing it that way because it is so much different than before. So, we make three rounds of checks during the month, whereas before, it was only done once a month, regardless of the due date of the bill. And so yes, we paid some catch-up, but we also now pay them as they come in. So if we occur a bill, say for buying a piece of equipment, or maybe some uniforms, or there has been money spent on the Bay Shore Firehouse, and we do not know what those are until received, and if they exceed \$6,000. then we are going to be paying more than the cushion provides. It was suggested,

\$30,000. If you would like a different amount, I am not opposed to that. I just would like it to be above \$6,000. if possible.

Director Henson: So if we go ahead and add the \$30,000 cushion this time, and stay there the District will meet the current cash requirements, I mean, I know Chair Fritz wants a motion or would like a motion, but would not a motion come in the form of whenever amount we vote on to transfer funds.

Tom Wilson: Yes. If we adjust it over the next few board meetings, that is fine. I am not opposing any of that.

Director Henson: You are asking for a transfer of \$75,000. what would add the \$30,000. cushion, correct?

Tom Wilson: That adds to thirty

And so, there we have it. Which would you rather do? You know, if it becomes too high of an amount, then just stop transferring as much, you know. Bring it to twenty, or?

Director Henson: Need to have sufficient funds in the bank, I do not want our checks to bounce.

Tom Wilson: Well, that is the thing. We have it in the bank, but what if there was an emergency and \$10,000. had to be paid? You have chewed up your \$6,000. cushion.

Chair Fritz: Well, we did this month. We were negative \$1,180., \$11,800., or \$986., and I transferred over \$12,000. to cover those. We are now again in the negative and a firefighter could not get his check cashed. So, they are negative. We need to figure out how not to make that happen again.

Director Henson: So without cashing his check, did they also charge him?

Chair Fritz: Spoke with him, and he is going to try again tomorrow since we are going to put money in the account tonight.

Director Joll: I do not disagree with that. I just do not think that we necessarily need to say, "we did not plan for this large annual expense or this large quarterly expense, and that found us in the hole. And therefore, we need a good cushion," because we can plan for those kinds of things.

Chair Fritz: Right.

Director Joll: I think there is most likely a middle ground. And I think Tom's proposal to start off with a \$30,000 cushion right now, but to try to pair that down so that we can keep finances in the LGIP account. I think that is reasonable.

Chair Fritz: I think we need to probably at least have our cushion be \$10,000, so increase it by at least \$4,000, because then we can be more prepared for the bills coming in. Because if we have a bill that is higher than normal, then we are paying that. So, I mean, would you be opposed to \$10,000?

Chief Tom Sakaris: Just to let you guys know, there is some unexpected stuff, like Director Joll was saying, regarding the firefighters. Because if you have a firefighter that is on vacation, two firefighters that are on vacation, they get their overtime pay, which before we did not have that. So those are some of the things. So will \$10,000. be sufficient? That I do not know. I need to ask Mr. Wilson regarding

that.

Chair Fritz: That is kind of why we picked the \$30,000 because we do have a thin increase in the PERS and have increases in wage payment amounts.

Director Joll: Yeah. [inaudible] Mr. Wilson's proposal to start with \$30,000 this month and with an eye towards fine-tuning it to maybe a lower number. Maybe \$30,000 is the right figure, but let us reevaluate that.

Chair Fritz: Oh, yes. Definitely.

Director Henson: And in all fairness, I would like to say, "Thanks to Tom Wilson because this is new for him as far as this year. He was not doing this a year ago, correct?"

Tom Wilson: Right. We started in August.

Director Henson: Yeah. You started in August. So this yearly amount that comes up every year at this time was sort of a surprise for all of us, I think... Maybe not.

Tom Wilson: And I do not know and until I get a year under my belt, I do not know if there are some more things out there. I just do not know. And if we then do an interim increase of \$12,000. or what was expected, we should at least increase it by another six. You know we could make it at least \$12,000., but we should have enough to operate on. I mean, we can certainly alert you when we need to transfer, but then we will be needing to transfer funds between board meetings.

Director Henson: Right. And I would like to ask, Director Soltau, there is no doubt about this. He knows the history. He is the one that has the history on the board.

Director Soltau: Well before, when we had Mel, just like Tom was saying, we had once a month payment with bills. So we would have a listing of the expenses, and then Mel would anticipate if he knew of like an insurance bill, or whichever. And generally, he kept the \$5,000. or \$6,000. buffer.

Chair Fritz: But we were paying our bills late all the time, too.

Director Soltau: I mean, I think Director Joll is right in terms of going ahead and adding that. And then over the next several months, we can see how it works and we can try to situate down to what we think is a good amount.

Chair Fritz: That sounds reasonable to me too.

Tom Wilson: Very reasonable.

Director Oliver: So, according to the cash requirements, we are \$4,430. over.

Director Soltau: Right. On the books. And the bank, apparently, is in the same position, according to Chair Fritz.

Director Oliver: So, Director Soltau, does \$15,000 sound appropriate then?

Director Soltau: That would be fine. It certainly would give a lot bigger cushion, Director Oliver.

Director Oliver: Okay. Well, how about if we entertain something where we would do \$15,000 for a couple of months and then see if we need to take it down or lift it up.

Director Soltau: Yeah, that would be fine. That would be transferring then \$60,000. this time.

Director Oliver: Well, I will just go with what all you have here on paper to bring us up to 74, and then if we do not have to add the money next time, do they charge us for taking out of the LGIP account?

Director Soltau: No, I have not seen any charges for each transfer.

Director Oliver: Okay. No transfer charge.

Chair Fritz: So let us recap and refine. So we are looking at a \$75,000. transfer this month, and then in the next three months, fine-tuning it to make it to between \$10,000. and \$15,000. I would assume, probably to have a nice big cushion, so we will not be transferring so much over the next three months. Does that sound reasonable, Director Joll?

Director Joll: I recognize the need to have a little bit bigger of a cushion, but I think we need to temper that with being good stewards of the money that we are entrusted with. And I think both having a \$15,000. cushion is a good compromise or going with the \$30,000. cushion as proposed, and then titrating it back in the future, if we are able, is also a good solution. Yeah, Mr. Wilson answered my questions perfectly, and I appreciate his willingness to explain his position to us. Thank you.

Chair Fritz: Do I have a motion, then, to move the \$75,000 from the LGIP fund to the checking account?

Director Oliver: Yeah, I will entertain that motion.

Director Joll: I will second that.

Chair Fritz: Okay. All in favor?

Members: Aye, vote is unanimous

Chair Fritz: Okay, so tonight I will be moving the funds over, and then the plan will be to, in the next three months, get a handle on a better solution. Tom Wilson is doing an amazing job with getting our finances figured out, so I feel that this can be totally achieved. Next will be a motion to pay the bills. Do I have a motion?

Director Joll: So moved.

Director Oliver: And I second.

Chair Fritz: Okay. All in favor?

Members: Aye, motion passed unanimous

Chair Fritz: Okay, so we are going to pay the bills tonight. All right. So then, next is going to be public letters. I did receive another letter from Ramola. He has basically just reiterated all the questions that I had already answered for Silverthorn. So yes, Paul, I did receive your letter. Thank you. Then the next letter I received was actually from, we all received, it would be from Firefighter Licon. As you know, Firefighter Licon has accepted a position with Philomath Fire, which is a great opportunity for his family since he lives there. He is asking that we pay out his vacation time. Firefighter Licon has been with us for three years. He has been a very excellent and solid person in our Fire Department. I personally feel that Firefighter Licon deserves to have his vacation time given to him. I do not think we could do it right now, but should wait one month to do it. I do believe he does deserve that. How do you other board members feel about this?

Director Oliver Oliver: I feel positive about Firefighter Licon and the check. Yes.

Director Henson: Likewise with me.

Chair Fritz: Director Joll, did you get that letter?

Director Joll: I did.

Chair Fritz: Do you have any thoughts on that?

Director Joll: Oh, I think he earned it.

Chair Fritz: Okay. So but like I said, it will have to be the month after his last paycheck. I hope that is acceptable to him. So we will then be paying Firefighter Licon his vacation days. I believe he said it was nine days. Sorry, I do not have the exact total in front of me.

Tom Sakaris: Chair Fritz, this is the fire chief. Is this going to be done on a case-by-case basis for employees that go to a different organization? Because we can have employees come back and ask if this will also apply to them.

Chair Fritz: It will be on a case-by-case basis. I believe Firefighter Licon has been with us for three years.

Tom Sakaris: Yes, he has.

Chair Fritz: He has had no reprimands. He has had no write-ups that I am aware of. So I think he totally has earned this, and he gave us well more than a two-week notice. He has given us a 30-day notice. So I do believe he has earned that. But yes, I think it should be on a case-by-case basis at this point because somebody who has already been terminated cannot come back and get theirs. He has already passed his probationary period and, as I said, he gave us sufficient notice to be able to find somebody. He could have said, "Hey, I am taking my vacation. Oh, by the way, here is my notice," and he did not do that.

Tom Sakaris: Yes.

Chair Fritz: Okay, so that is all for letters this month. I had no previous comments so there are no previous board responses from me to letters so at this time, Chief Sakaris, you are up.

Chief Sakaris: I think I am going to make this quick because the board members know I have kidney stones, so I am not feeling very well. So, for the month of March, I attended the monthly Fire Defense board meetings, the IGA meetings. As I stated last month, we are going to a county-wide channel. It has been adopted, so all of our radios are going to be changed to channels that every department is going to go through. All of our station generators have been repaired and serviced, so they are in great working order. The baseboard heater and thermostat at Bay Shore had to be replaced because it is an older unit, and it just started sparking and smoking, so we had that repaired. We also repaired the heater fan for the Administrative Station here. So the heater is working. It is warm in here now. I have met with Chief Harvey of Newport. We are working on a regional grant for training to get a simulator for the county. We are working on that. If you guys have not noticed, the flagpole at the Bay Shore Station has been fixed. So that is a good thing. In your board packet, there was an estimate to put those letters back as "Training Center."

Chief Sakaris: I do not have it right in front of me now. I believe it is in the amount of \$650. to get that done. Did we still want to do it that way? We have some of the letters, but they have to get new letters, and they have to brush on the new paint, so everything matches. So if it is the board's wishes, I can get that started and get that done this month.

Next, we received a very nice thank you card from Mrs. Waldron and a \$100 donation, which is going to be going into the address post fund.

In regards to calls this month, we had a total of 83 calls as combined with the IGA between us and Central Coast. We had a total of 57 medical aids in 26 fire-related calls, and, as everybody knows, the fire-related calls encompass fire alarms, false, and actual fires also. I ran a query just for Seal Rock, and out of those 83 calls, Seal Rock's call volume was at 42. Are there any questions for me?

Director Henson: What was the breakdown on the Seal Rock calls?

Chief Sakaris: Because we are not using the reporting system that we have, I just had to get general information, and I did not get that, I will try and get that next time, but I did not get it this month. I just got the total number of calls which was 42.

Chair Fritz: Okay, and I think we are still a go on the building, with the letters for the training center. We need to put our lettering back up there.

Chief Sakaris: What he is going to be doing on that, is on the cement post for the sign. He is going to be covering those old holes and putting in new holes, so everything looks professional, nice, and clean.

Director Henson: So what exactly is the sign got to say now?

Chief Sakaris: As you guys stated, "Training Center."

Chair Fritz: Fire Training Center.

Chief Sakaris: Okay, so that is all I have. "Fire Training Center." Okay. He can make those letters, "Fire Training Center."

Director Henson: Is it going to have "Seal Rock Fire Training Center"?

Chair Fritz: No. We decided last month just to have it say "Fire Training Center" on it, at this time.

Chief Sakaris: But what I will do, if in the future that is what we want, I can have at least space up on top so it can say "Seal Rock Fire Training Center" if that is what you would like.

Chair Fritz: Yeah, let us leave space, so if we need to add things up there, we will. We want it to be welcoming and inviting for everybody, so that will include Depoe Bay, it will include Newport, Central Coast, everybody. So everybody feels invited to come to this Fire Training Center.

Chief Sakaris: One last thing. I would like to thank Firefighter Licon for his dedicated service in our organization. He has helped out quite a bit with doing some types of reports and being our medical individual ordering stuff. Firefighter Licon, I would like to personally thank you for being a firefighter at Seal Rock Fire Department.

Chair Fritz: Firefighter Licon, while I got you on the line. Did you understand how we were going to distribute your vacation pay?

Dogs Barking

Chair Fritz: All right. Sorry about that. So Firefighter Licon, did you understand what we were talking about with your pay?

Firefighter Licon: Yeah, so I understand that my payroll will be normal, April 5th, and then I will receive essentially another payroll on May 5th. Is that correct?

Chair Fritz: Yes.

Firefighter Licon: Okay. Thank you.

Chair Fritz: Good luck.

Firefighter Licon: Oh, thank you.

Chair Fritz: Okay. Thank you. So then, next, we are going to talk about the CAC. So that will be Al Anton who took the presidency over when Chief Mason resigned. So, Al, you have got the floor.

Al Anton: I am here. Can you hear me?

Chair Fritz: We can hear you.

CAC Chair Anton: Okay, well, basically it was our first really face-to-face meeting, but we accepted Chief Mason's resignation, thanked him for what he did, and we accepted the by-laws, we elected officers, I took the Chairman part. Mickey is the vice-chair, Linda Engles the secretary. There are only five of us, and I think Linda has another member, and there are a couple of people who called about it and showed some interest. So maybe if we get seven or eight that would be great. The basic thing we talked about was the levy. What we need, we need a little direction on or what the plan is to pass this firefighter levy and I know you guys probably have talked about it but probably have not sat down and officially decided what your plan is. But everyone is on board to help with that. There was a brochure that they passed out the last time, and I tried to find it, but I cannot find it. I do not know if they all got thrown away or they got stuffed somewhere or something, but maybe when the Chief feels a little better, maybe ask him, and you guys look at that. It just saved a lot of work trying to bring something

up if you decide to go door-to-door with stuff.

Firefighter Licon: Al, I think I do have that letter. It says, "taxpayers of Seal Rock Fire District, we need your support."

CAC Chair Anton: Was that brochure, the 3-fold brochure?

Firefighter Licon: Yes

CAC Chair Anton: They were in a box, and we put them somewhere, so I know they are around there somewhere. Anyway, if you might look for those, that will be a little better, now, that would help, I looked at what Director Henson sent today, and basically, the consensus is we just need a little direction, that is all. Our goal is to get more members and make this thing work. So that is, basically, what we discussed. Also, if we have to do a meeting sooner because of the levy, it is pretty easy to get all five of us together. So I want to do that. Thank you.

Chair Fritz: Thank you, Al. Yes, I definitely will. I do not think the brochures we have now if they have got numbers in them, will be sufficient. If they do not have any numbers in them, I can see definitely using them.

CAC Chair Anton: Now, I was just saying you could use it, probably as a template because it has all the demographics, but no, the tax numbers and all that would have to be changed. But Newport Printing did them, so it would probably save a little bit of money, and it is just the starting point, that is all. I am not saying use them, just as a starting point. That is all.

Chair Fritz: Okay.

Chief Sakaris: We do have the trifold brochure. It gives the history of the district, what we do, and a map, is that the one that you are talking about, Al?

CAC Chair Anton: Yeah. I mean, I am sure it has to be redone, but I just thought it would be a good starting point if you are going to do that.

Chair Fritz: No, that is an excellent starting point.

Chief Sakaris: We have quite a few of these. As I said, they have to be revised. So I would like to get some to Director Henson so he can pass these out to the Citizens Advisory Committee so they can take a peek at it also.

CAC Chair Anton: Yeah, that would be good.

Director Henson: I can scan them and send them out. I do not know how many of the board members got the information that I sent out about Citizen's Advisory Committees, but these are really important I am learning. I did a little federal research on these and they are federally authorized. They have a lot of power. The main point of it is that boards should give direction to the committee, and then the committee can go into great depth on finding out answers to report back with recommendations to the board. I really want to thank the committee for stepping up and wanting to voluntarily take on the levy issue to promote understanding and education of why it is being asked for. But I think, also, another couple of things like the fire truck issue and equipment and a listing of items then give them two or

three or four months to be able to come up with an answer. Right now they are asking for direction, and I think the board needs to maybe come to some kind of a conclusion on that, either bid the Advisory Committee to help out on the task or ask them to come up with ideas on how to promote the levy.

Chair Fritz: Okay. So Al had a great point that we do have a brochure out there, and the door-to-door thing, I think, is definitely something we should do. Any other ideas on how we can get this across more? I always look for ways to try to get out to the community. I have tried to make it known that we have the CAC. I try to put out that we need volunteers, and any help that I could get the CAC that would help us reach more people would be a great help to all of us on the board.

CAC Chair Anton: Chair Fritz, can I add something?

Chair Fritz: Yes, go ahead.

CAC Chair Anton: Also, we have union firefighters, and this really hinges on their jobs. It might behoove somebody from the board to get a hold of them and have them come up with a game plan, because they can do a lot more on their time off. They can do a lot more than you guys can, as a board. So there are parameters to it, but I think you should take the time and talk to them and say, "Hey. This has to be a joint effort if it is going to succeed." But anyway, that is just a thought.

Director Oliver: On the last levy up at Depoe Bay they were successful in getting their levy passed. They had their union and other local firefighter unions participate with them in that and it was a success. So you may want to talk to them.

Director Henson: So right now, does the board think they would like to task the CAC with the levy project?

Chair Fritz: I think with the CAC, right now. The Seal Rock firefighters are not unionized, although Central Oregon Coast is. I do not know if they can help us out. I am sure they can, in different organizations. But right now, our staff members are not unionized.

CAC Chair Anton: But, even if they are not unionized, they can still get out and do a lot more than what you can as a board member.

Director Henson: Oh, absolutely.

CAC Chair Anton: The problem with the CAC is we do not have enough members. So I think that is why I said I think it really has to be a joint effort. I mean, that is my view of it, but whatever you guys think.

Chair Fritz: Director Joll, do you have any thoughts on any of this?

Director Joll: I agree with Al. I think we need to have a multi-pronged approach. Even though we have a small community, I think we all have our own little circles that we travel in, and I think the more people that are out there getting the message out, the better chance of success that we have. I mean, to do a multi-pronged approach to this, I think we need to have one person coordinate all the different efforts so that we are not duplicating efforts and are most efficient. I think the CAC is going to be integral in this. I mean, Al, is that something that you would be willing to take on, to be the person that kind of coordinated the board's efforts, the firefighters' efforts, and then as well as the advisory

committee's efforts?

CAC Chair Anton: I can, though I am dealing with a cancer issue with my wife, so it might take me to California for a couple of weeks. But, I mean, I am willing to help, to sit down and help as much as I can. I would be more than happy to help someone coordinate it, I mean, just to get it going. But to take over the whole thing, I hate to say yes, and then get pulled away.

Director Joll: I understand that sentiment very well.

Chair Fritz: Okay Tianne Rios said she would love to help with that, too. She is texting on the side. So I was trying to tell you guys to put her on the phone. She sounds like she would be a great resource, and she is a cookie mom, so she knows how to get things out there.

CAC Chair Anton: Yes, that is what I mean. If it is a concerted effort, I mean, I would be more than happy to do it if I could commit to it, but I cannot commit to it, so I will be more than happy to help as much as I can.

Chair Fritz: Okay, and Al, since you do have some stuff going on, it sounds like Tianne Rios may be a better point of contact at this point. So maybe we can talk about that.

CAC Chair Al Anton: That is fine.

Director Joll: So, Chair Fritz, Tianne dropped off.

Chair Fritz: Okay, she left a message.

CAC Chair Al Anton: Right. I mean, I am not going to just stand back and do nothing. I just do not want to commit to something that I cannot commit to, right? That is all.

Chair Fritz: Right. As I said, maybe we should look at Tianne. Sorry if I am saying that wrong.

CAC Chair Al Anton: No.

Chair Fritz: So, yes. Definitely, let us have the CAC be a basis for trying to get this started, and let us get these prongs. Let us address this like we would an MCI basically, (multiple command incident), so we are going to have a place of command and then multiple tiers going down so we can get the fingers going out.

CAC Chair Al Anton: You got it.

Director Henson: For the rest of the board members, do you think it would be applicable to also ask the CAC to find out what the consequences may be or what the next action should be if this levy does not pass? If it fails?

Chair Fritz: I mean, maybe later on. But I think, yeah, they could start looking at that because if this levy does not pass, I mean, we are running on fumes...

CAC Chair Al Anton: Chair Fritz?

Chair Fritz: Yeah.

CAC Chair Al Anton: It should be part of the overall plan.

Chair Fritz: Yes. I agree.

CAC Chair Al Anton: In other words, if we are going to do this and we set up a plan, part of the plan is to plan ahead for if it does not pass.

Chair Fritz: Right. So, I think, we need to say, "Definitely. With this increase, we want to hire more firefighters." This is going to be able to allow us to be able to help improve our equipment because that is what we need to go forward. So I do believe that we need to have all the avenues. If it passes, this is our five-year plan on how it is going to be. If it does not pass, this is kind of where we will be and that kind of thing. I think that is totally 100% so that we have all the avenues covered.

CAC Chair Al Anton: Yes, You have to be positive even if it does not pass. Because if you are not, you are just starting from square one again. If it passes, which we all hope it does, it is good to go. But if it does not, you have to be on a positive note, so you keep it going from there. Do you know what I am saying? If you are not, then what it does is it goes right back to square one, and you got a tough road again.

Chair Fritz: Right. But I believe that, yes, having a plan from the start to the finish is great for the CAC at this time.

Director Henson: For everybody, a question, we have just been informed that we are having a firefighter leaving at the end of this month, so we are going to be down to three staff firefighters. What are we going to do concerning this lack in staff come April?

Chief Sakaris: What I was planning on doing is speaking to the board president regarding this, but we have to put out a request to do a publication on it. We have that stuff all ready to go. Then, go through the hiring process again, which is probably going to take at least 90 days. But I am going to speak to Chair Fritz regarding this on how we should do it. Hire the firefighter right now? Wait until July and hire...

CAC Chair Al Anton: Cannot you hire on conditional instead of full-time?

Chief Sakaris: I would not want to do that because you hire a firefighter on conditional and then say, "Okay, sorry, you do not have a job anymore." I want this to be better than that.

CAC Chair Al Anton: That is why you hire them conditionally, so they know that it might not be a full-time job.

Chief Sakaris: That is what I would speak to Chair Fritz about. I will meet with her next week regarding this. Is that okay with you, Chair Fritz?

Chair Fritz: Yeah, that sounds great.

CAC Chair Al Anton: Well, thank you, Chair Fritz.

Chair Fritz: All right.

CAC Chair Al Anton: Hopefully we can help.

Chair Fritz: I think you guys are going to be a big help. I am excited that this is finally getting off the ground. I am a little concerned about the CAC when you take a position on the board since you are running unopposed. I hope the CAC continues to grow so that when you become part of the board again we will be able to still have the CAC.

CAC Chair Al Anton: Yeah, we will make it work.

Chair Fritz: Thank you so much for that, Al. Okay. So then, old business. All we have for old business is the signage on the green building now the training center. Chief Mason had an executive meeting he had to be a part of tonight, so I talked real quick with him. He said training is going great. The full-time guys are getting ready to go through some classes. Then, the recruits will be graduating in April, and they are all on task and on schedule, so we have got that going for us.

Chair Fritz: New Business

I do not have any. Do you have anything, Director Oliver?

Director Oliver: No

Chair Fritz: Okay, Director Henson

Director Henson: Well, we have the levy listed there, and we have already talked about it quite a bit. So, I would say I do not know of anything.

Chair Fritz: Okay. Director Joll?

Director Joll: No, I do not have anything.

Chair Fritz: Okay. Director Soltau?

Director Soltau: No, me neither.

Chair Fritz: Okay. At this time, I will take some public comment... Director Henson, you have to take care of the public. You have to unmute them and let them know because you as host have control of that.

Director Henson: Yes OK

CAC Vice-Chair Mickie Lindquist: This is Mickey. Can you hear me? Okay, I have a couple of comments. One, Al, I believe you stated that that was our first meeting together at the CAC. That was actually our third meeting. But the other thing I wanted to say was if Central Coast and Newport passed the levies, perhaps we could get a copy of some of their information to improve our information because as you know, last time we put a lot brochures out and it failed. So, our old brochure may not be what we want. We may want to upgrade it and see what these other communities did because they passed theirs. Just a thought. That is it.

Chair Fritz: Thank you, Mickie

CAC Vice-Chair Mickie Lindquist: You are welcome.

Chair Fritz: Did we ever hear from Tess Downey?

Director Henson: No, I have asked them to unmute.

Chair Fritz: Okay. Next I have Skip Smith. Skip, do you have any comments or concerns tonight?

Skip Smith: Nothing tonight. Thank you.

Chair Fritz: All right. Thank you, Skip. Who else do I have? I do not see any more people on this.

Director Henson: I have asked everybody to unmute for have public comments.

Chair Fritz: Okay. So then now it is going to be board comments. Director Henson, you are up. So do you have any board comments?

Director Henson: Nope.

Chair Fritz: Okay. Director Joll?

Director Joll: I just wanted to thank Firefighter Licon for his service to this community.

Chair Fritz: Thank you.

Director Joll: You are welcome.

Chair Fritz: Okay. Director Soltau?

Director Soltau: No. I want to second what Director Joll said. Thank you, Firefighter Licon. But other than that, I do not have any comments.

Chair Fritz: Okay, and now Director Oliver.

Director Oliver: The same thing for Firefighter Licon. And also, Chief, get well.

Chair Fritz: Okay. So then, basically, yes, we want to thank Firefighter Licon for his service, and he is going to be missed. Also, next month, if things go as planned and we stay in a low-level green, we will try to have an in-person meeting. So, we are going to try for that. If nobody else has anything to say, I am going to call the meeting adjourned at 7:46PM aka 19:46. So, you guys have a good evening.

CAC Chair Al Anton: Thank you, Chair Fritz. You too. Thank you, everybody.

Chair Fritz: All right. Night.