

**Seal Rock Rural Fire Protection District
Board of Directors Meeting – November 8, 2018
Seal Rock Administration Building**

Directors Present: Al Anton
Peter Benjamin
Larry Silverthorn

John Soltau
Karl Kowalski

Others Present: Chief Sakaris
Hank Lopez
Paul Rimola
Mary Lou Morris

Mel Beery
John Raudsep
Mike Burt

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 October 11, 2018 Board of Directors Meeting

- President Anton asked if there were any comments or corrections regarding the October 11, 2018 minutes. There were no comments or corrections.
- Director Benjamin made a motion to approve the October 11, 2018 minutes. Director Kowalski seconded the motion. Motion passed.

Financials (handout)

- Mr. Beery distributed financial reports and discussed each statement.
- Balance Sheet as of October 31, 2018 – Summarized Current Assets and Liabilities. The total for Checking/Savings was \$334,353. Total LOSAP cash was \$72,168. Mr. Beery reported the auditor has told him the LOSAP funds have to be shown as an asset instead of how it has been shown. It needs to be one line instead of three lines. Total Accounts Payable was \$17,516.
- Income and Expense October 2018 – Total income was \$446. Total income is low since no tax statement has been received from Lincoln County yet. Expenses for the Firefighters Fund was \$17,592. Expenses for the Chief Fund was \$7,652. General Fund Expenses was \$9,817.
- Budget vs. Actual Report July through October 2018 – Mr. Beery stated Total Income is 2% of Budget since nothing has been collected. Firefighters Fund Expenses is 36% of Budget, which is a little high. Chief Fund Expenses is 30% of Budget. General Fund Expenses is 23% of Budget and Total Expenses in 30% of Budget.
- Expense Detail October 2018 – It was noted the Equipment Testing bill was received late. Director Kowalski asked about the bill for Dispatch Services. Mr. Beery stated this is one time per year for maintenance.
- Director Kowalski made a motion to approve Financials. Director Silverthorn seconded the motion. Motion passed.
- Bills Paid November 2018 – Total bills are \$17,840.10.

- Credit Card Charges October 2018 – No comments.
- Director Benjamin made a motion to approve Accounts Payable. Director Silverthorn seconded the motion. Motion passed.
- Cash Requirements November 2018 – Mr. Beery stated \$35,000 is required for the month of November to pay bills.
- Director Kowalski made a motion to make the transfer. Director Benjamin seconded the motion. Motion passed.

Old Business

- Drift Wood Mobile Home Park Numbering:
Chief Sakaris reported staff installed 12” white lettering at each lot during October. This will make it easier to locate a specific home when responding to a call.
- Station 6200 Update:
Chief Sakaris has been trying to locate a draftsman. Two have been contacted for bids. Director Silverthorn does not think an architect is needed for the work. Director Soltau said there may be an issue with the contractor if the scope of the work is not laid out. Director Kowalski feels the contractor should be able to do the work by the plans without spending a large amount of money for an architect. President Anton stated there will be a written agreement so the cost will be set, with the agreement that the cost will not go over the bid.

New Business

- Chiefs Report by Chief Sakaris:

There were 20 EMS calls, two surf calls, three fire related calls, a downed power line, plus other calls for a total of 32 calls for the month. The District received a letter from Dennis Bartoldus that he will be retiring in January. Director Silverthorn inquired about the fire hydrants. Chief Sakaris reported all of the hydrants along Hwy. 101 are complete. There are still three hydrants along Bayshore Drive that need to be done. If there is good weather, the hydrants will be a priority to complete. Director Silverthorn has a concern about the District signs. There needs to be a message on the signs and message needs to be changed at least monthly.

- SRFD Association:
Hank Lopez said Operation Santa will be December 7th. The Open House had a good turnout. The levy didn't pass by approximately 36 votes. Mr. Lopez wants to know how important the Volunteer Association is to the community. The District has lost a lot of volunteers. This problem needs to be explored. Mr. Lopez expressed his concern regarding water rescues. President Anton stated water rescues will be discussed during the Executive Session and Mr. Lopez was invited to stay for that discussion. Mr. Lopez wanted to know if the paid staff are members of the Association. He wants them to come to the Association meetings. He would like to see the paid and volunteer staff work as a team. It was explained that paid staff can not be paid overtime to attend meetings. Maybe they can receive comp. President Anton said paid staff can't be required to attend meetings even though they are part of the Association. If a staff member is on paid shift

then that person could come to the meeting. Paid staff should be invited to attend the Association meeting in case they don't realize they can come.

Public Comments:

- None

Board Member Comments:

- Director Silverthorn said he received a complaint that there was no one at the station when a member of the public came in to obtain a permit. Chief Sakaris stated he tries to put a sign out when he leaves the office. Director Silverthorn reported a private party burned large piles of debris that affected the neighborhood. The burn was approved by ODF & W. Chief Sakaris was not contacted. There was no danger but there was lack of communication. The only equipment on site was a dozer. There was no additional equipment in case of an emergency. President Anton asked if ODF can be held responsible. Chief Sakaris will contact ODF.
- Director Benjamin stated since the levy did not pass, the Board/Chief/Association need to come up with a plan to recruit volunteers. There needs to be a plan and goals. Director Kowalski asked if the high school has been contacted. Chief Sakaris said he has checked and was told Seal Rock needs to go through Central Coast since the high school is in their area. Director Benjamin, Chief Sakaris and Mr. Lopez agreed to meet next week to come up with a plan. Chief Sakaris said Lincoln City has a full time recruiter. Director Kowalski feels there needs to be a target group since training is more extensive. Director Soltau asked how many volunteers Lincoln City has. Chief Sakaris stated they have 25, with 8 – 10 coming to all calls. Lincoln City also has 12 paid staff. Newport has a big volunteer staff, living all over the county, even some from Benton county. Director Benjamin stated that in April the Board discussed the LOSAP plan. It is a defined benefit program and the Board agreed to let LOSAP run out at the April meeting. A discussion followed.
- Director Benjamin made a motion that the LOSAP program continue for those being paid until funds are exhausted then the District will annually fund for the vested LOSAP members. Director Soltau seconded the motion. The motion passed unanimous. (A list of vested members is attached to the minutes. The names are circled.)
- Director Silverthorn asked Mr. Rimola if he had heard anything from State Parks. Mr. Rimola answered no. A discussion of what is currently happening followed. Mr. Rimola requested a copy of the Fire District proposal written by the attorney. It was agreed to give Mr. Rimola a copy of the proposal.
- Director Kowalski suggested considering Fishtails Cafe for a dinner/banquet, since they advertise catering.

President Anton adjourned the regular meeting at 19:30.

Minutes prepared by Mary Lou Morris.