

**Seal Rock Rural Fire Protection District
Board of Directors Meeting – June 14, 2018
Seal Rock Administration Building**

Directors Present: Al Anton
Peter Benjamin
Larry Silverthorn

John Soltau
Karl Kowalski

Others Present: Chief Sakaris
Skip Smith

Mel Beery
Mary Lou Morris

Call to Order – Board of Directors Meeting

- President Anton presided and called the meeting to order at 18:32. There was a quorum.

Approval of Minutes for May 10, 2018 Board of Directors Meeting

- President Anton asked if there were any comments or corrections regarding the May 10, 2018 minutes. Director Silverthorn asked that under Water Rescue the second to the last sentence read “Director Silverthorn suggested” instead of “It was suggested”. There were no other comments or corrections.
- Director Kowalski made a motion to approve the May 10, 2018 minutes as corrected. Director Benjamin seconded the motion. Motion passed.

Approval of Minutes of May 10, 2018 Budget Committee Meeting

- President Anton asked if there were any comments or corrections regarding the May 10, 2018 minutes. There were no comments or corrections.
- Director Silverthorn made a motion to approve the May 10, 2018 minutes. Director Benjamin seconded the motion. Motion passed.

Adoption of 2018/2019 Budget (Resolutions attached to minutes)

- President Anton read Resolution Adopting the Budget #2018-02.
- Director Benjamin made a motion to approve Resolution Adopting the Budget. Director Silverthorn seconded the motion. Motion passed.
- President Anton read Resolution Making Appropriations #2018-03.
- Director Benjamin made a motion to approve Resolution Making Appropriations. Director Kowalski seconded the motion. Motion passed.
- President Anton read Resolution Imposing the Tax #2018-04.
- Director Benjamin made a motion to approve Resolution Imposing the Tax. Director Kowalski seconded the motion. Motion passed.
- President Anton read Resolution Categorizing the Tax #2018-05.
- Director Kowalski made a motion to approve Resolution Categorizing the Tax. Director Benjamin seconded the motion. Motion passed.
- President Anton signed the Resolution Statements.

Financials (handout)

- Mr. Beery distributed financial reports and discussed each statement.
- Balance Sheet as of May 31, 2018 – Summarized Current Assets and Liabilities. The total for Checking/Savings was \$510,439. Total LOSAP cash was \$60,797. Total Accounts Payable was \$20,781.
- Income and Expense May 2018 – Mr. Beery stated most of the Income was from taxes. Total income was \$13,765. Expenses for the Firefighters Fund was \$10,077. Expenses for the Chief Fund was \$7,771. General Fund Expenses was \$11,834. Truck and Building Fund Expenses was \$7,565.
- Expense Detail May 2018 – Director Silverthorn asked if the expense to Power Systems West was for the annual inspection. Chief Sakaris answered “yes”. Director Silverthorn asked about the expense to Newport News-Time. This was the expense for publishing the budget. Director Silverthorn also asked about the expense under Trucks and Equipment. Chief Sakaris said this was for the radio and lights for the Chief’s new vehicle.
- Budget vs. Actual Report July through May 2018– Mr. Beery said Income from Taxes is 105% of budget with Total Income being 104% of budget. The Firefighters Fund Expenses is 94% of budget and the Chief Fund Expenses is 83% of budget. General Fund Expenses is 59% of budget and Truck and Building Fund Expenses is 44% of budget.
- Director Benjamin made a motion to approve Financials. Director Kowalski seconded the motion. Motion passed.
- Bills Paid June 2018 – Mr. Beery explained the bill to Thomas Wilson Accounting was for four months. Director Silverthorn asked about the bill from Unifire. This was the cost for two sets of protective clothing. Director Kowalski asked how often does the protective clothing need to be replaced. President Anton explained every 10 years. Total bills are \$21,285.88.
- Credit Card Charges May 2018 – No comments.
- Director Silverthorn made a motion to approve Accounts Payable. Director Benjamin seconded the motion. Motion passed.
- Cash Requirements June 2018 – Mr. Beery stated \$35,300 is required for the month of June.
- Director Benjamin made a motion to make the transfers. Director Kowalski seconded the motion. Motion passed.
- President Anton said \$30,000 needs to be transferred from last year's budget to the Truck and Building Fund, \$20,000 transferred from last year's budget to LOSAP and \$5,351 transferred from last years budget to Reimbursement. The total of transfers is \$55,351.
- Director Benjamin made a motion to make the transfers listed above. Director Kowalski seconded the motion. Motion passed.

Old Business

- Firefighter Interview Process:
Chief Sakaris stated interviews took place of May 21st. There were eight candidates, with three of the candidates doing very well on the interview. Kyle Bridges, Andrew Licon and Taylor Jernigon were selected for the firefighter positions. They have all passed the background check and physicals. Two are EMTs and the other is a parametic.
- Quick Response Vehicle (QRV) Status:
Chief Sakaris said it has already been put into service.
- Start Date for New Personnel:
The new fire fighters will start July 2, 2018.
- PWA/Bayshore Station:
PacWest will not be using the Bayshore Station.

New Business

- Chief's Report by Chief Sakaris:
Chief Sakaris said there were 22 medical calls, three vehicle accidents and two burn complaints for the month.
- Training Issues:
The forms turned in for water rescue were not correct. The former employee who filled out the forms needs to sign off on the error.
- Bayshore Station Carpets:
Chief Sakaris said he got a bid of \$4,600 to replace the carpet. The carpet can be cleaned and last another one to two years. A discussion followed regarding replacement of the septic system at Bayshore Station and a kitchen/shower for the new station. President Anton suggested looking into a new septic system. Director Silverthorn suggested looking at both stations before deciding where to house the employees. Director Silverthorn wants to know if a shower could be installed at the new station. Director Kowalski volunteered to contact a company about installing a new septic system. Chief Sakaris will check with Lincoln County about the kitchen/shower at the new station.
- Volunteer Association Report:
None

Public Comments:

- None

Communications:

- President Anton received a letter from Paul Rimola regarding the proposed state park. A discussion followed about the letter and the Fire Districts involvement. Information was released about the proposed new park in 2014 but Seal Rock Fire District was not notified until 2017. It was the consensus of the Board that Seal Rock Fire has done everything that can be done. President Anton showed the letter to Dennis Bartoldus for his comment. Mr. Bartoldus agreed that Seal Rock has done what was needed. The response to Mr. Rimola will be to thank him for his concern. President Anton said the board members can't take a stance for or against the park but should focus on protecting the tax payers. Director

Silverthorn said he has never publicly said he is against the park. As a property owner, Director Silverthorn stated he was against trespassing on his property. Chief Sakaris told the Board there is no meeting scheduled with State Parks and there is no contract with State Parks. Director Silverthorn brought up the issue of a meeting between the past fire chief and state parks personnel. Chief Sakaris has asked for a copy of the minutes of the meeting. The Chief was told all of the staff that might have been involved have retired and no one knows where the minutes could be. Chief Sakaris was asked to try again. Director Silverthorn stated if information about the meeting can't be located then he wants State Parks staff to retract the statement about a meeting with the past fire chief.

Board Member Comments:

- None

President Anton adjourned the regular meeting at 19:25.

Minutes prepared by Mary Lou Morris.

RESOLUTIONS

RESOLUTION ADOPTING THE BUDGET, #2018-01-02

BE IT RESOLVED that the Board of Directors of the Seal Rock Rural Fire Protection District hereby adopts the budget for the fiscal year 2018-2019 in the total amount of \$1,025,733.* This budget is now on file at the Seal Rock Fire Administration Building, Seal Rock, Oregon

RESOLUTION MAKING APPROPRIATIONS, #2018-02-03

BE IT RESOLVED that the amounts shown below are hereby appropriated for the fiscal year beginning July 1, 2018, for the following purposes:

<u>General Fund</u>		<u>Local Option Levy/ Chief</u>	
<u>Organizational Unit or Program:</u>		Salary and Expenses	103,300
<u>Fire and Emergency Services:</u>		Special Payments.....	0
Personnel Services.....	4,000	Contingency.....	0
Materials & Services.....	145,100	Total.....	\$103,300
Capital Outlay.....	19,000		
Debt Service	0	<u>Local Option Levy/ Firefighters</u>	
Special Payments.....	0	Salaries and Expenses	197,000
Transfers Out.....	60,000	Special Payments.....	0
Contingency.....	15,000	Contingency.....	0
Total.....	\$243,100	Total.....	\$197,000
		<u>Truck & Building Reserve Fund</u>	
<u>Debt Service Fund</u>		Capital Outlay, Materials & Services	35,100
Debt Service	0	Note Payments/Buidling	31,600
Total.....	\$0	Contingency.....	0
		Total.....	\$66,700
		Total APPROPRIATIONS, All Funds . . .	\$610,100
		Total Unappropriated and Reserve Amounts, All Funds . . .	415,633
		TOTAL ADOPTED BUDGET . . .	\$1,025,733 *

(*amounts with asterisks must match)

RESOLUTION IMPOSING THE TAX, #2018-03-04

BE IT RESOLVED that the following ad valorem property taxes are hereby imposed upon the assessed value of all taxable property within the district for tax year 2018-2019 :

- (1) At the rate of \$ 0.4634 per \$1000 of assessed value for permanent tax rate;
- (2) At the rate of \$ 0.20 per \$1000 of assessed value for local option tax rate/Chief; and
- (3) At the rate of \$ 0.40 per \$1000 of assessed value for local option tax rate/Firefighters.

RESOLUTION CATEGORIZING THE TAX, #2018-04-05

BE IT RESOLVED that the taxes imposed are hereby categorized for purposes of Article XI section 11b as:

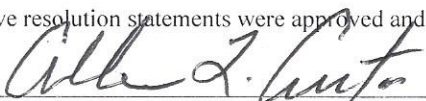
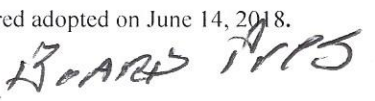
Subject to the General Government Limitation

Permanent Tax Rate.....\$ 0.4634/\$1,000
 Local Option Tax Rate/Chief.....\$ 0.20/\$1,000
 Local Option Tax Rate/Firefighters.....\$ 0.40/\$1,000

Excluded from Limitation

General Obligation Bond Debt Service.....\$ 0.00

The above resolution statements were approved and declared adopted on June 14, 2018.

X  
 Signature Title