

**Seal Rock Rural Fire Protection District
Board of Directors Meeting – September 13, 2018
Seal Rock Administration Building**

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|--------------------------|-------------------|----------------|---------------|
| Directors Present | Al Anton | Peter Benjamin | Karl Kowalski |
| | Larry Silverthorn | John Soltau | |
| Others Present | Chief Tom Sakaris | Mel Beery | Mike Burt |
| | Patty Benjamin | | |

Call to Order

President Anton presided and called the meeting to order at 18:33. There was a quorum.

Approval of Minutes for August 9, 2018 Board of Directors Meeting

Director Kowalski moved to approve the August 9, 2018 minutes as presented. By way of discussion, Director Silverthorn asked that the wording of the item referring to the Bayshore station’s septic system under Financials/Expense Detail be changed from ‘approval’ to ‘options’. Director Benjamin moved to approve the August 9, 2018 minutes as amended. Motion passed 5-0 with no further discussion.

Financials

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

1. Balance Sheet as of August 31, 2018/Current Assets and Liabilities—The total in Checking/Savings was \$398,974. LOSAP Funds stood at \$76,467. Total Accounts Payable was \$10,390.
2. Income and Expense for August 2018—Total income including taxes and interest was \$3,399. The total for Firefighters Fund Expenses was \$17,418; Chief Fund Expenses was \$7,652; General Fund Expenses was \$10,564.
3. Expense Detail August 2018—The item from Waldport Tire was for oil and antifreeze; the expense for boots was from the hay fire on Beaver Creek Road.
4. Budget vs. Actual Report July through August 2018—Mr. Beery noted that Firefighters Fund Expenses was at 18% of budget; Chief Fund Expenses was at 15%; and General Fund Expenses was on target at 14% of budget. Director Benjamin moved to approve the Financial Reports. Director Soltau seconded the motion and it passed 5-0.
5. Bills Paid September 2018—Total bills paid was \$10,922.77. Director Kowalski noted the \$420 bill for pumping the septic tank at the Bayshore station and wondered if there might be a less expensive company that could provide that service. Director Silverthorn moved, Director Benjamin seconded, to approve Accounts Payable. Motion passed with all in favor.

6. Cash requirements September 2018—\$28,300 would be required to meet payroll and bills. Director Kowalski made a motion to transfer \$28,300 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. Levy Update—Legal counsel is preparing the paperwork and it will be ready for the November ballot.
2. Septic System Update—Director Silverthorn reported that a conditional use permit will be required before the site evaluation can proceed. Onno Husing, director of the Lincoln County Planning Department, does not anticipate any problems with getting the conditional use permit but no waiver would be permitted. The District's attorney recommends applying for the permit. The process will likely take six weeks and a fee of \$925 is due with the application. Director Benjamin moved that the district should apply for a conditional use permit and pay the \$925 fee. Director Silverthorn seconded the motion and it passed 5-0.

New Business

1. Chief's Report—
 - A. Seal Rock Fire responded to 50 calls in August 2018: 36 EMS and 14 fires plus 1 false alarm.
 - B. The Chief and Association President Hank Lopez are working together on a recruiting program, and the volunteers are working on a recruitment project through the schools.
 - C. The Chief is drafting a document defining the procedures responding personnel will follow when called to assist with a deceased person.
 - D. A two-acre plot seven miles out from Seal Rock has been designated for a Wave Energy project.
 - E. The annual association picnic is scheduled for October 6, and an open house for Fire Prevention Week will be held on October 13.
 - F. New space numbers will be added in front of the spaces at Driftwood Mobile Home Park and hydrants will be painted in October.
 - G. President Anton is working with Attorney Bartoldus on drafting a service agreement for Seal Rock Fire so that the agreement will be in place before the Lincoln County Planning Department takes action on zoning changes at Brian Booth State Park.
2. Association Report—Mike Burt asked about the July and August minutes on the website. He said the July minutes couldn't be opened and the August minutes weren't there. Director Benjamin said the entire website needs to be reviewed and updated.
3. Vehicle Replacement—The district is looking to add another rescue vehicle similar to 6235 in the next couple of years. The vehicle will be for use by the paid firefighters. President Anton said it would probably cost less than \$100,000 and it is something to think about for the next year's budget.

Public Comment

There was no public comment.

Board Member Comments

Director Silverthorn reported that Seal Rock Fire District jackets are showing up at thrift shops and being purchased and worn by the public. Chief Sakaris will follow up with the thrift shops, asking them to contact him when such clothing items come in.

A discussion followed about volunteer recruitment programs in fire districts that have high schools, and mentoring programs available through Federal Forestry. Director Benjamin gave Chief Sakaris an announcement for a six-day course on recruiting and retaining volunteers offered by the National Fire Academy.

Adjournment

President Anton adjourned the meeting at 19:20.

Minutes prepared by Patty Benjamin.