

**Seal Rock Rural Fire Protection District**  
**Board of Directors Meeting – October 10, 2019**  
**Seal Rock Administration Building**

**Directors Present**    John Soltau        Peter Benjamin        Tina Fritz  
                                 Dustin Joll        Larry Henson

**Others Present**        Chief Sakaris        Mel Beery        Mickie Lundquist        Hank Lopez  
                                 Dave Oliver        Skip Smith        Andrew Licon        Patty Benjamin

**Call to Order**

President Soltau presided and called the meeting to order at 18:34. There was a quorum.

**Approval of Minutes for September 12, 2019 Board of Directors Meeting**

Director Benjamin moved, Director Fritz seconded, to approve the September 12, 2019 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, 2019/Current Assets and Liabilities—Total in Checking/Savings was \$252,405. Total in Truck & Building Reserve Funds was \$160,663. Total LOSAP Funds was \$58,796. Total Accounts Payable was \$14,274.
2. Income and Expense for September 2019—Total income was \$2,760. Firefighters Fund Expenses was \$17,501. Expenses for the Chief Fund was \$8,668. General Fund Expenses totaled \$6,497. The total for Truck & Building Fund Expenses was \$11,237. That total included a new item—building improvements to the Bayshore Station.
3. Expense Detail September 2019—Director Henson asked about the expense for two Stapacks medical bags. Chief Sakaris said they had been purchased in March but the District had just been billed for them.
4. Budget vs. Actual Report July through September 2019—At 25% through the Fiscal Year, Total Income was at 1% of budget; the Firefighters Fund Expenses was at 26%; the Chief Fund Expenses was at 24%; and General Fund Expenses stood at 20%. In answer to a question from Director Henson about Medical Supplies/Service (67%) and Volunteer Requirements (76%), Chief Sakaris said both of those items would need to be watched.

General Fund Expenses were at 20% of budget; Truck & Building Fund Expenses stood at 25%.

Director Benjamin moved to approve the Financials. Director Joll seconded the motion and it passed 5-0.

5. Bills Paid October 2019—Total bills paid was \$14,497.40. Director Soltau asked about a payment made to Oregon Coast Community College, which was for firefighter Kyle Bridges.

Director Benjamin moved, Director Joll seconded, to approve Accounts Payable. Motion passed with all in favor.

6. Cash requirements October 2019—\$43,000 would be required to meet payroll and bills. Mr. Beery said \$34,121 would be transferred from the general LGIP account and \$8,879 from the reserve LGIP account.

Director Benjamin made a motion to approve the transfers. Director Joll seconded the motion and it passed 5-0 with no discussion.

### **Old Business**

1. Resolution 2019-03 (Bank Information)—President Soltau presented Resolution 2019-03 for approval. The Resolution gives any two board members signatory authority on the district's accounts at Columbia Bank. The necessary signature cards had already been submitted to and approved by the bank.

Director Benjamin moved, Director Fritz seconded, to approve Resolution 2019-03. Motion passed 5-0.

### **New Business**

1. Chief's Report by Chief Sakaris

Chief Sakaris distributed copies of his monthly report and discussed those items, totaling 9 of 32, that were still in progress. Those items were:

- Oregon Parks & Recreation Department (term sheet): Director Benjamin provided an update, saying that Al Anton had reported that we're waiting for a response from the state.
- The repeater system appears to go down at night. A load test will be performed on each battery.
- Station and Grounds: All files are at the administration building for Larry Silverthorn to go through, but Silverthorn is away.
- Request for property annexation to our district was with Adam Springer for review. Still pending.
- The Disbursement and Procurement policy received from SDAO does not fit the district's needs. Chief Sakaris will continue to work with SDAO to develop a policy that will.

- Improvements to Bayshore Station: Turnout lockers were received and installed. The station is looking good in preparation for an open house on October 12, 2019.
- Reader boards were updated with current messages. Community outreach events will be scheduled and advertised each month.
- WHA yearly insurance renewal was updated and returned to WHA. In response to an inquiry from Director Soltau, Chief Sakaris said he would arrange for an insurance agent to meet with the board, as had been done in the past.
- Staff had been briefed on Life Flight's temporary relocation to Corvallis.

In addition to those items in his written report, Chief Sakaris said he was waiting for a report from Assistant Chief Paul Highfill on the condition of surf rescue's jet skis. Two of the three skis had failed, so a decision would have to be made whether to get new skis or disband the program. Seal Rock currently provides mutual aid response for water rescues. The chief is also working on changes and updates to the website. There were 38 calls in September, 2019.

## 2. SRFD Association

- Association President Hank Lopez said the association picnic, held at Ona Park on October 5, 2019, was a success. The weather had been beautiful but the picnic might be scheduled for an earlier date next year. He thanked the board for funding the event.

### **Public Comment**

There was no public comment.

### **Board Member Comments**

- Director Benjamin reported on the Waldport Chamber meeting he had attended.
- Director Fritz said she had been approached by Central Coast Fire & Rescue about the two agencies scheduling a joint board meeting to discuss the possibility of negotiating an interagency agreement between them. She asked if any of the other directors had been approached. None had. President Soltau said Central Coast was welcome to contact him.

President Soltau adjourned the regular meeting at 18:10 and opened Executive Session under ORS 192.660, Section (2), Contracts.

The meeting returned to regular session at 20:41.

Director Henson made a motion to vote on salary increases for the paid firefighters separately from the rest of their contracts, allowing the board to proceed with a compensation increase, and further moved that the two work sheets that President Soltau had provided be introduced into the record.

Director Joll called a Point of Order, stating that the board cannot make unilateral changes to the contract.

Director Henson acknowledged that unilateral changes to a contract could not be made, and stated if staff was not agreeable to a pay raise, they could refuse it. Director Henson then asked if any provision had ever been made for staff to receive cost of living or compensation increases. Director Benjamin said there had been a pay raise but it was to compensate for an increase in insurance costs so it was a “wash”. Andrew Licon said collective bargaining had not been an option at the time that raise was given.

Director Benjamin seconded Director Henson’s motion.

President Soltau called for discussion.

Director Joll suggested not rushing through such an integral part of the contract as compensation, which also deals with overtime/comp time, which was a complicated issue. He said he would like to compare some other numbers with Director Soltau’s and then send a complete contract to SDAO for their attorneys’ review, rather than sending them constituent pieces, in order be able to offer a comprehensive package to the firefighters.

Directors Henson, Benjamin, and Soltau stated their concern that contract completion could take months or even up to a year. Director Joll said it had been his experience that SDAO moves quickly.

Director Fritz asked if the other board members had a problem going forward with an addendum to the firefighters’ contract giving them a temporary set number for a pay raise until the new contract was done.

Director Joll repeated that he wanted an opportunity to review the numbers and put together a contract in its entirety, rather than breaking it into constituent parts.

President Soltau said his numbers were intended as a proposal for the firefighters to accept or reject. Director Henson suggested giving the firefighters that option. Director Joll suggested taking time to fine tune that proposal. Director Henson then called for the question.

Director Benjamin withdrew his second and the motion failed.

The regular meeting was adjourned at 21:09.

Minutes prepared by Patty Benjamin.