

Seal Rock Rural Fire Protection District

Board of Directors Meeting – February 14, 2019

Seal Rock Administration Building

Directors Present: Al Anton John Soltau
Peter Benjamin Karl Kowalski
Larry Silverthorn

Others Present: Chief Sakaris Mel Beery
Hank Lopez Mickie Lundquist
Mike Burt Mary Lou Morris

Call to Order – Board of Directors Meeting

- President Anton presided and called the meeting to order at 18:35. There was a quorum.

Approval of Minutes for January 10, 2019 Board of Directors Meeting

- President Anton asked if there were any comments or corrections regarding the January 10, 2019 minutes. Director Benjamin stated on page 2 under New Business, the Chiefs Report, there was a typo – “complied” should be “compiled”. Director Silverthorn wanted a correction. On page 2 under Old Business, Brian Booth State Park, the sentence beginning “Chief Sakaris met with Mr. Husing” should be “Chief Sakaris and Director Silverthorn met with Mr. Husing”.
- Director Benjamin made a motion to approve the January 10, 2019 minutes as corrected. Director Silverthorn seconded the motion. Motion passed.

Financials (handout)

- Mr. Beery distributed financial reports and discussed each statement.
- Balance Sheet as of January 31, 2019 – Summarized Current Assets and Liabilities. The total for Checking/Savings was \$694,392. Total LOSAP cash was \$67,488. Total Accounts Payable was \$19,860.
- Income and Expense January 2019 – Total income was \$12,888, with \$1,405 from interest. Expenses for the Firefighters Fund was \$18,463. Expenses for the Chief Fund was \$7,697. General Fund Expenses was \$16,616.
- Expense Detail January 2019 – Mr. Beery stated the amount for Property/Liability Insurance was for the year. President Anton asked if this was the total cost for insurance. Mr. Beery said it is the total for building, vehicles and liability insurance. Director Silverthorn expressed his concern regarding the doors being left open at the Bayshore Station which would result in an increased heating bill. He stated the doors need to be closed.
- Budget vs Actual Report July through January 2019 – Mr. Beery stated 93% of Income has been collected so far. The Firefighters Fund Expense is 63% of budget. The Chief Fund Expense is 52% of budget. General Fund Expense is 43% of budget. Director Silverthorn wanted clarification of which account is used to pay volunteers. It was

explained there are a number of expense categories that can be used as well as Volunteer Paid Services under General Fund Expenses.

- Director Benjamin made a motion to approve Financials. Director Silverthorn seconded the motion. Motion passed.
- Bills Paid February 2019 – Director Kowalski asked about the bill from Jones & Bartlett Learning. Chief Sakaris said this is the cost of books needed for a class OHA requires. Total bills are \$21,036.71.
- Credit Card Charges January 2019 – No comments.
- Director Silverthorn made a motion to approve Accounts Payable. Director Benjamin seconded the motion. Motion passed.
- Cash Requirements February 2019 – Mr. Beery stated \$43,800 is required for the month of February to pay bills.
- Director Kowalski made a motion to make the transfer. Director Benjamin seconded the motion. Motion passed.

Election of Board Officers

- President Anton asked board members if they wanted any changes in the board positions. It was agreed no changes are needed. Director Benjamin made a motion for leave the board positions as is. Director Silverthorn seconded the motion. Motion passed.

Old Business

- Station Up-Date:

President Anton talked with Adam Springer, the District attorney, about the upgrades. Mr. Springer is working on the use permit and will get the options to President Anton. President Anton said he will distribute the list of options to board members and he will call a special meeting of the board if necessary. Director Silverthorn stated the consensus of President Anton, Chief Sakaris and himself is that it's better to have the attorney handle this because of the things that need to be considered.

- State Parks Up-Date:

A meeting is scheduled for February 19th to meet with the State Parks representative. President Anton and Chief Sakaris will be attending the meeting. This meeting will start the process. Director Silverthorn asked if he could attend the meeting. President Anton said he would check with the attorney since there might be a conflict of interest.

- Firefighter Local Option Tax:

President Anton stated the Board needs to approve Resolution 19-01 for the Firefighter Local Option Tax. This will appear on the May 21, 2019 ballot. It will be for the period 2019-2020 to 2023-2024. President Anton read the Resolution. Director Silverthorn made a motion to approve Resolution 19-01. Director Benjamin seconded the motion. The motion passed unanimous. Resolution 19-01 and the Explanatory Statement are attached.

President Anton passed out a flier explaining the Firefighter Local Option Tax for review. He said board members will be able to speak about the flier. Mary Lou Morris suggested adding that this would allow the District to have two staff members on duty 24/7. This information will be added to the flier.

New Business

- SDAO Conference:

Chief Sakaris and Director Benjamin attended the conference. Chief Sakaris stated he learned a lot from the sessions. He attended a session on Cyber Hacking, Retention of Volunteers, Firefighters Caucus and First Aide After Disaster. In the Firefighter Caucus the topic of billing for ambulance service was discussed. There could be a fee for service that will be billed to the person's insurance. There was a record turnout for the conference.

- Chiefs Report by Chief Sakaris:

There were 34 calls for the month. Included were 25 EMS, two fire related, four cancelled calls and one fatal auto accident.

Chief Sakaris said there was a call in December where a man was cutting down a tree and the tree fell on him. The man had significant injuries. An article appeared in the February 13, 2019 issue of the News Times about this accident. The article said the injured man is trying to locate the first responders that helped him. He wants to show his gratitude. Chief Sakaris distributed copies of the New Times article.

Chief Sakaris said the District can run an ad in the News Times once a week to recruit volunteers at a cost of \$250 per year. This may be considered for volunteer recruitment.

- SFRD Association:

Hank Lopez distributed the Association Meeting Minutes from January 30, 2019 for the Board's review. He also distributed information regarding the annual banquet to be held March 9th at Alsi Resort. Mr. Lopez read the letter he sent to Alsi Resort about the banquet. RSVP needs to be by February 28th.

Mr. Lopez said there is one new volunteer. He feels the Association is in the building process with volunteers. He thanked the Board for their support.

Public Comments:

- Mr. Burt was asked to attend the meeting on Mr. Rimola's behalf. Mr. Rimola wants the annual budget for firefighters stated in the Board minutes. The Total Liabilities and Equity, as stated on the Balance Sheet, is \$1,228,319. The budgeted amount for Firefighters Fund Expenses is \$197,000. The budgeted amount for Chief Fund Expenses is \$103,300. The budgeted amount for General Fund Expenses is \$183,100. These figures appear in the monthly Budget vs Actual Report.

- Mickie Lundquist asked for clarification of the amount for insurance. President Anton stated the amount is \$11,475 for the year.

Board Member Comments:

- Director Benjamin attended one class at the SDAO conference. There will be a refund since he only attended one session because of the weather.

He has received information about various regional trainings. A number of the sessions will be held in Newport. He will put the information on the bulletin board and thinks the sessions would provide good knowledge.

Director Benjamin attended the 1 ½ hour class on recruiting at the SDAO conference. Recruiting is more complex than he thought. There is a website with lots of information. Director Benjamin will put together information for a good campaign for volunteers. Director Silverthorn asked about contacting schools to get young people involved in volunteering. He wanted to know what age group should be targeted. Are there demographics available? Director Benjamin stated demographics are available but he wants to get organized before approaching possible candidates for volunteers. Mickie Lundquist suggested contacting the community college.

- Director Silverthorn wanted to know how many days the firefighters work. Chief Sakaris stated they work 10 days, 56 hours per week. One person is scheduled to work 9 – 4. Director Silverthorn stated on a lot of days there is no one here. Chief Sakaris said the person was at the Bayshore Station.

President Anton adjourned the regular meeting at 19:28.

Minutes prepared by Mary Lou Morris.

SEAL ROCK RURAL FIRE PROTECTION DISTRICT
RESOLUTION NO. 19-01
AUTHORIZING AN ELECTION

A RESOLUTION AUTHORIZING AN ELECTION FOR A LOCAL OPTION TAX LEVY FOR FIVE YEARS TO FUND THE POSITIONS OF FULL TIME FIREFIGHTERS AND RELATED EXPENSES.

Whereas, the Board of Directors of the District believes having two additional full time firefighters is beneficial to the District because it results in meeting the minimum staffing standards, more efficient utilization of resources within the District, provides better maintenance and oversight of vehicles and equipment, assists in complying with governmental regulations, assists the District in maintaining a more favorable ISO rating, which allows District patrons to receive more favorable fire insurance premiums; and

Whereas, the board believes it is appropriate to place the question of a local option levy on the May 21, 2019 ballot because knowledge of whether the levy passes is important to future planning of the District; and

Whereas, the board has determined that a levy of \$0.30 per \$1,000.00 assessed value is adequate to fund the positions;

Now, therefore, the Board of Directors of the Seal Rock RFPD hereby resolves to hold an election on May 21, 2019 to seek voter approval of a local option tax levy to fund the positions of full time firefighters and related expenses. Related expenses include such items as payroll expenses, benefits such as insurance and retirement and other such expenses reasonably related to having full time firefighters.

The question submitted to the voters shall be to levy \$0.30 per \$1,000.00 assessed valuation for five years beginning in fiscal year 2019-2020 and continuing through fiscal year 2023-2024.

The estimated total outlay for the purpose of the five year period is approximately \$825,450.00. The proposed rate will raise the approximate amounts in each of the fiscal years. The rate of the levy is \$0.30 per \$1,000 aggregate valuation. The proposed rate will raise approximately \$155,477 in 2019-2020; \$160,142 in 2020-2021; \$164,946 in 2021-2022; \$169,894 in 2022-2023; and \$174,991 in 2023-2024. The estimated cost calculated for this measure is based upon the best information from the County Assessor at the time of the estimate.

The period of time for which the local option tax levy is authorized is five years.

A copy of the proposed ballot measure is attached to this resolution as Exhibit A. The District's attorney is authorized to make any revisions in the wording necessary and convenient to clarify the wording or to comply with state law or directives from election officials.

It is so resolved this 14th day of February, 2019.

SEAL ROCK RFPD

By: _____
Board Chair

Attest: _____
Secretary

Vote:
Yes _____
No _____

Five Year Local Option Tax

Explanatory Statement

The Seal Rock Fire District is seeking a five-year local option levy for general operations to fund additional firefighter positions. Presently the District has funded 4 positions. Approval of the measure would allow the District to fund two additional firefighter positions and fund expenses related to those positions.

Additional full-time firefighters will enhance the capabilities of the District providing a two person immediate response to fires and other emergencies. Although volunteer firefighters are the vital part of the District, it is important to have a core of firefighters to enhance response times, maintain and improve the operational capabilities of the District.

It is becoming increasingly difficult to recruit and retain volunteer firefighters because of the required training and time commitment. Increased regulations have greatly increased the amount of training to serve as a firefighter. This is not only a local fire district issue but a national issue. A majority of volunteers are not available for emergency response during working hours. Several long time experienced volunteers of the District are approaching retirement and firefighters are needed to continue effective service. Call volume from 2013 thru 2018 has increased over 60%. In order to maintain staffing standards, the levy is of great importance to maintain the safety of our community.

The levy request will help ensure when you call us for an emergency we will have an immediate adequate response to assist you.