

DRAFT

Seal Rock Rural Fire Protection District

Board of Directors Meeting – February 13, 2020

Seal Rock Administration Building

Directors Present: John Soltau Peter Benjamin
Dustin Joll Larry Henson

Director Absent: Tina Fritz

Others Present: Chief Sakaris Derek Udouch
Andrew Licon Landon Blake
Jo Bartling Skip Smith
Mickie Lundquist Paul Highfill
Larry Silverthorn Dave Oliver
Mary Lou Morris

Call to Order – Board of Directors Meeting

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

Approval of Minutes for January 9, 2020 Meeting

- President Soltau asked for a motion to approve the January 9, 2020 minutes. Director Joll made a motion to approve the minutes and Director Benjamin seconded the motion.
- President Soltau asked if there were any comments or corrections regarding the January 9, 2020 minutes. There were no comments or corrections.
- The minutes were approved.

Financials (handout)

- President Soltau announced Mr. Beery will be leaving July 1st. Director Benjamin will be presenting the Financials.
- Director Benjamin distributed financial reports and discussed each statement.
- Balance Sheet as of January 31, 2020 – Summarized Current Assets and Liabilities. The total for Checking/Savings was \$585,114. Total LOSAP Funds was \$50,317. Total for Truck & Bldg Reserve Funds was \$141,565. Total Accounts Payable was \$7,254. Total Credit Cards was \$2,092. Total Due to LOSAP Volunteers was \$50,317.
- Income and Expense January 2020 – Total income from taxes was \$5,645. Total income from interest was \$1,164. Expenses for the Firefighters Fund was \$24,756. Expenses for the Chief Fund was \$8,450. General Fund Expenses was \$25,438. Truck & Bldg Fund Expenses was \$2,402.

- Expense Detail January 2020 – Under Payroll Taxes the \$5,042 was the payroll taxes on 2019 taxable insurance/income tax deduction for back payments. Under Chief Payroll Taxes the \$1,001 was payroll taxes on 2019 taxable insurance. The amount of \$11,625 was the annual insurance payment to SDAO.
- Budget vs Actual Report July 2019 through January 2020 – Total Income is 94% of budget. Total Firefighters Fund Expenses is 62% of budget. Total Chief Fund Expenses is 53% of budget. Total General Fund Expenses is 50% of budget. Total Truck & Bldg Fund Expenses is 40% of budget.
- Director Joll made a motion to approve Financials. Director Benjamin seconded the motion. Director Henson said he would abstain from voting since some of the items in the budget involve him. Motion passed.
- Bills Paid February 2020 – Director Joll asked about the bill from Cardio Partners. Chief Sakaris said it was for testing. Director Henson pointed out the bills that involved him. Total bills are \$7,435.81.
- Credit Card Charges January 2020 – Total charges were \$2,091.84.
- Director Joll made a motion to approve Accounts Payable. Director Benjamin seconded the motion. Motion passed.
- Cash Requirements February 2020 – Director Benjamin stated \$35,000 is required for the month of February.
- Director Henson made a motion to make the transfer. Director Benjamin seconded the motion. Motion passed.

Old Business

- Policy Update:

Chief Sakaris told the Board they would receive #3 of the policy review. He has met with Webinar Lexipol KMS in Portland and has the spread sheet for the most important things to do.

- Petition to Annex Property (Bayview Loop):

Chief Sakaris said Rick Christian and Darci Christian have petitioned to be annexed into Seal Rock Rural Fire District Protection District. Chief Sakaris read the petition:

The undersigned Petitioners request that proceedings be taken to annex the following territory into the Seal Rock Rural Fire Protection District: 138-11-15-00-00200-00. The territory proposed to be annexed in depicted on the attached legal description and map.

Statements required per ORS 198.857

- 1) This petition is filed pursuant to ORS 198.857 as a petition by the landowners.
- 2) The affected district is the Seal Rock Rural Fire Protection District, and the affected county is Lincoln County.
- 3) The principal act concerning the district is set forth at ORS Chapter 478.

4) This petition proposes annexation of territory into the Seal Rock Rural Fire Protection District.

5) The designated chief petitioners for this petition are Rick Christian and Darci Christian of Christian Futures, Inc.

Chief Sakaris told the Board the area is 80 acres. Roads have been built, the septic is in and there will be buildable lots.

Director Benjamin made a motion to approve the petition for annexation. Director Joll seconded the motion. Director Henson asked if there was any reason not to approve the annexation. Chief Sakaris said there was none. Motion passed.

President Soltau asked if each board member needs to sign the petition. Chief Sakaris said yes.

- Firefighter Position Update:

Chief Sakaris reported there are six applications so far but expects more when it gets closer to closing. There are two applicants that don't have the qualifications.

- Firefighter's Contract:

President Soltau and Chief Sakaris discussed the contract after Chief Sakaris attended the SDAO conference. They agreed the contract is too complex to understand. The contract has been given to legal council at SDAO.

New Business

- Chiefs Report by Chief Sakaris:

Chief Sakaris read a statement that will be issued regarding water rescue. Seal Rock Fire District will not respond to water rescues but will do on shore assistance. A discussion followed regarding disposing of the equipment. Director Benjamin said the equipment can't be given away since it was purchased by the District. It can be auctioned off.

Chief Sakaris's February 2020 Monthly Report follows:

1. January 13, 2020, Engine 6207 schedule for repairs at True North January 18, 2020. Henson and Oliver to take to Hillsboro. Down time approx. 5 days. They are also repairing to discharge valves.
2. January 13, 2020, Contacted Oregon Apparatus in regards to pump repairs. Per Wade we would have to bring the engine to Eugene, then see the issues order parts, then repair unknown down time.
3. January 13, 2020, Rescue 6235 was taken to Halco to repair the passenger compartment door. Door repaired.

4. January 14, 2020, Attended Ems Meeting at Newport Fire Department with Dr. Wisham regarding protocols.
5. January 15, 2020, Webinar Lexipol KMS (policies)
6. January 16, 2020, attended Fire Defense Board Meeting in Newport.
7. January 17, 2020, Engine 6207 to Hillsboro for repairs.
8. January 23, 2020, Engine 6207 returned from getting the pump repaired.
9. January 24, 2020, The State OEM offered large Tsunami Map for free. I took advantage of this opportunity and ordered 5 large maps, this was at no cost to the district.
10. January 24, 2020, The Job posting was emailed to daily dispatch, will be posting the information today.
11. January 29, 2020, Meeting with State Fire Marshall and Fire Investigator Chris Rampley regarding home to burn for investigators with the State of Oregon, also this will be a burn for firefighters so that they can get their live fire training. (Chief Sakaris reported this has been cancelled, it is going to be excavated instead.)
12. January 31, 2020, Meeting with Chief Woodson regarding simultaneous Seal Rock and Central Coast Dispatch. This will begin on January 31, 2020 as a trial to see the advantage of this. (There were 7 total calls, 2 people on the scene to be effective.)
13. January 31, 2020, 1700 hours trial simultaneous dispatch started.
14. February 3, 2020, Attended #4 Lexipol policy orientation webinar.
15. February 5, 2020, Spoke with Sergeant Dougherty regarding the water craft. He stated that the sheriff's department had no interest in the water craft. I will be contacting the State of Oregon marine board for suggestions in how to donate the apparatus.
16. February 5, 2020, #2 Policy reviews were distributed via email.
17. February 6-9, 2020, Attended the SDAO conference.
18. February 12, 2020, Met with Adam Denlinger from the water district in regards to storing membranous material at our station during the construction phase of the water treatment project. There will be more meetings to follow. (The material has to be stored inside, it can't freeze.)
19. February 12, 2020, I will be meeting with Chief Woodson on February 14, 2020 at 10am in regards to a draft proposal for an Intergovernmental agreement to the sharing of personnel, training and equipment.

A discussion followed regarding the intergovernmental agreement. Andrew Licon reported on one incident. Responders were on scene immediately, gave CPR, continued

care and transported. He feels having 2 people on scene is very effective. President Soltau thinks it is a good idea for 2 people and to use 2 fire departments. Mr. Silverthorn thinks Seal Rock should take priority.

Chief Sakaris said there were 38 incidents for the month, including 25 EMS, 4 public assistance, etc.

- SRFD Association:

Dave Oliver stated there is no need for an executive session. One young woman has been added as a volunteer. The Association is tabling the Bylaws for one year.

Public Comments:

- Mickie Lundquist asked if the jet skis were given to the District. Paul Highfill thought donations and grants were used to get the jet skis. All of the current equipment was purchased from Lincoln County by Seal Rock Fire. Lack of personnel is the reason the program is going down.
- Paul Highfill discussed the problem with volunteers. He feels volunteers are not being included on calls. Chief Sakaris explained 2 people go out on a call and 2 people are at the station if needed on another call. Mr. Highfill said he was not informed about the drill last week. Chief Sakaris did send out a notice but Mr. Highfill didn't receive it. Chief Sakaris said he will call Paul in the future. Medical certification was also discussed. The certification is required by state law to go on a call.
- Larry Silverthorn said he has starting going through the records that had been stored at the Bayshore Station. He found records that included social security numbers. Those records were given to Chief Sakaris. He still has totes to finish later.
- Andrew Licon wanted to discuss the purchase of a tool for extricating. President Soltau said it would be put on next month's agenda.
- Landon Blake said community outreach for blood pressure checks is scheduled at Driftwood and Bayshore.

Board Comments:

- Director Henson discussed the scare he had after going on a call last June. He received a cut from the patient that required attention. He has been given a clean report. Director Henson attended RMS training with SDAO and found it very informative. Last Saturday he went to LC training which included legal information. Director Henson asked for an update on the 2020 Proposal made by the firefighters. Chief Sakaris said some of the items have been taken care of.

President Soltau adjourned the meeting at 20:12.

Minutes prepared by Mary Lou Morris.