

**NEHALEM BAY FIRE & RESCUE DISTRICT
BOARD OF DIRECTORS MEETING MINUTES**

Thursday, December 14, 2017

I. CALL TO ORDER

President Walt Covert called the meeting to order at 3:00 p.m. President Covert acknowledged the presence of Vice President Remy, Secretary Robert Forster, Treasurer John Steele, Director Charles Bridge, Fire Chief Perry Sherbaugh and Division Chief Frank Knight.

II. WELCOME TO VISITORS

A. PUBLIC COMMENT

None.

B. READING AND APPROVAL OF BOARD MEETING AND SPECIAL MEETINGS MINUTES.

President Covert asked the Board members if they had any corrections or comments after reviewing the minutes from the November 16, 2017 District Board Meeting Minutes.

Secretary Forster pointed out an error of his attendance stated in the minutes and requested they be amended to reflect his absence.

Vice President Remy moved to accept the Board Meeting Minutes of November 16, 2017 as amended. Director Bridge seconded. Motion passed unanimously.

III. FINANCIAL REPORTS

A. REVIEW OF ACCOUNTS PAYABLE

The Board reviewed and discussed the Accounts Payable with Chief Sherbaugh.

B. FINANCIAL STATEMENT

The Board reviewed and discussed the Financial Statements with Chief Sherbaugh.

Secretary Forster moved to accept the financials as presented. Treasurer Steele seconded. Motion passed unanimously.

IV. STAFF REPORTS

A. FIRE CHIEF'S REPORT

Chief Sherbaugh presented the Chief's Report outlining call statistics for November 2017, Station 11 construction update, apparatus replacement and in-service update, LED light replacement at station 13 and an update on the reader board sign to be installed at Station 13.

V. UNFINISHED BUSINESS

A. STRATEGIC PLANNING

Chief Sherbaugh reminded the Board of a Board Workshop set for January 18, 2018 at 12 p.m. to finish the strategic planning process. No action needed.

VI. NEW BUSINESS

A. Fire Contract with Nancy Medici

Chief Sherbaugh advised the board that Nancy Medici would like to enter into a fire suppression agreement for her property. Chief Sherbaugh stated he had been to the property and a site inspection was conducted. There were no concerns with providing service to the property.

Vice President Remy moved to enter into a fire suppression agreement with the property owner at 77391 Hwy 53 Nehalem, OR 97131. Director Bridge seconded. Motion passed unanimously.

B. FY 2016-17 Audit Presentation

Glen Kerns with Accuity LLC presented the annual audit of the fire district. Mr. Kerns said the District was in good financial standing and being managed well. The board had an opportunity to ask questions and discuss details.

The board chose to take the next month to review the audit packet before voting on approval.

VII. EXECUTIVE SESSION PER ORS 192.660(2)(A)

A. President Covert entered into executive session under ORS 192.660(2)(A) to discuss the Fire Chief's contract renewal at 3:48 p.m.

The Board and Fire Chief discussed the employment contract details of the Fire Chief position. The executive session was closed at 4:20 p.m.

VIII. New Business Resumed

A. Fire chief's Contract Renewal

Treasurer Steele moved to enter into a contract with Perry Sherbaugh, from December 14, 2017 through August 31, 2019 in the position of Fire Chief with annual pay of \$86,000 and all the provisions stated in the contract. Secretary Forster seconded. Motion passed unanimously.

IX. SET NEXT MEETING DATE

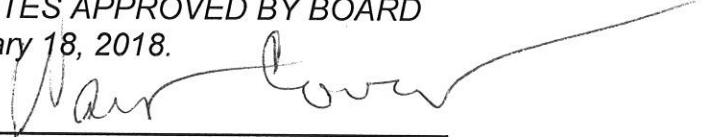
The next meeting will take place at 3:00 p.m. Thursday January 18, 2017.

IX. ADJOURNMENT

President Covert asked for a motion to adjourn the meeting. Director Bridge moved to adjourn the meeting at 4:25 p.m. Secretary Forster seconded. Motion passed unanimously.

MINUTES APPROVED BY BOARD

January 18, 2018.



Walt Covert, President

ATTEST: _____
Bob Forster, Secretary