

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

**Thursday, December 15, 2016**

**I. CALL TO ORDER**

President Walt Covert called the meeting to order at 7:00 p.m. President Covert acknowledged the presence of Vice President Sue Remy, Secretary Robert Forster, Treasurer John Steele, Division Chief Frank Knight and Fire Chief Perry Sherbaugh. Director Charles Bridge was absent.

**II. WELCOME TO VISITORS**

President Walt Covert recognized there were no visitors in attendance.

**A. PUBLIC COMMENT**

None.

**B. READING AND APPROVAL OF BOARD MEETING MINUTES**

President Walt Covert asked the Board members if they had any corrections or comments after reviewing the minutes from the November 17, 2016 District Board Meeting Minutes.

*President Covert pointed out a spelling error in his name in the last paragraph of the minutes and requested to change "Cover" to "Covert"*

*Vice president Remy moved to accept the Board Meeting Minutes of November 17, 2016 as corrected. Treasurer Steele seconded the motion. 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. Vice President Remy seconded. Motion passed unanimously.*

**IV. STAFF REPORTS**

**A. FIRE CHIEF'S REPORT**

Chief Sherbaugh presented the Chief's Report outlining call statistics for November 2016. Additionally, Chief Sherbaugh reminded the board of the upcoming SDAO Conference, the Fire Chief's evaluation and the awards banquet in January. Chief Sherbaugh advised the board that Tender Pumper and it is set to arrive in December from True North in Hillsboro.

**V. UNFINISHED BUSINESS**

**A. Board Policy 2.4 Volunteer Benefits and Stipend Pay: Second Reading**

Chief Sherbaugh modified the policy to encourage volunteer participation and to simplify the accounting that goes with it.

*Treasurer Steele moved to accept the modified policy as presented in the second reading. Vice President Remy seconded. Motion passed unanimously.*

**B. Five Year Strategic Plan – Update**

SDAO provided a packet of information to complete and go over with them in January to start the Agency Analysis. No dates have been set yet. No board action needed.

**VI. NEW BUSINESS**

**A. District Revenue – Investments**

By request of the Board, to ensure District revenues are protected, Chief Sherbaugh recommends the Board, by motion; direct the Fire Chief to invest \$750,000 in CD's not to exceed \$250,000 in any one FDIC institution.

*Vice President Remy moved to have the Fire Chief invest the reserve investments as recommended. Secretary Forster seconded. Motion passed unanimously.*

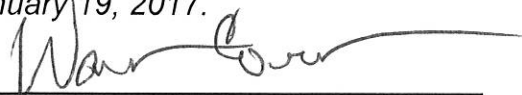
**VII. SET NEXT MEETING DATE**

The next meeting will take place at 7:00 p.m. Thursday January 19, 2016.

**VIII. ADJOURNMENT**

*President Covert asked for a motion to adjourn the meeting. Director Bridge moved to adjourn the meeting at 7:39 p.m. Secretary Forster seconded. Motion passed unanimously.*

MINUTES APPROVED BY BOARD  
January 19, 2017.

  
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Walt Covert, President

ATTEST:   
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Robert Forster, Secretary