

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

Thursday, July 21, 2016

I. CALL TO ORDER

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

II. WELCOME TO VISITORS

President Walt Covert recognized visitors and asked them to sign in.

A. PUBLIC COMMENT

Ann Morgan presented \$30 in donations for the Volunteer Firefighters' Association.

B. READING AND APPROVAL OF BOARD MEETING MINUTES

President Covert asked the Board members if they had any corrections or comments after reviewing the minutes from the June 18, 2016 District Board Meeting Minutes.

President Covert pointed out an error in the minutes, suggesting Vice President Sue Remy's name was in the place of President Walt Covert's. The suggested error was noted and corrected.

Secretary Forster moved to accept the Board Meeting Minutes of June 18, 2016 as corrected. Director Bridge 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.

President Covert asked for a motion to accept the financials as presented. Secretary Forster moved to accept the financials as presented. Treasurer Steele seconded. President Covert called for the question, motion passed unanimously.

IV. STAFF REPORTS

A. FIRE CHIEF'S REPORT

Chief Sherbaugh presented the Chief's Report outlining call statistics for June 2016. Additionally, Chief Sherbaugh briefed the board on the July 4th weekend, the implementation of "duty shifts" for the volunteers and the estimated finish date for the new tender/pumper apparatus. Chief Sherbaugh also informed the board of the arrival of the DHS Grant funded MCI trailer, which was in partnership with Adventist Health, Medical Reserve Corps and the Emergency Volunteer Corp of Nehalem Bay. Finally, Chief Sherbaugh updated the board on the ongoing nuisance burn complaints of recreational "camp fires" on the beach.

V. UNFINISHED BUSINESS

A. Five Year Strategic Planning Process

Chief Sherbaugh has contacted SDAO about putting together a Strategic Plan for the District and is waiting to receive a proposal from SDAO.

VI. NEW BUSINESS

A. NIMS Training for District Board Members and Other Elected Officials.

During the last disaster preparedness class there was some interest in getting NIMS classes to prepare for catastrophic events that may occur in our fire district. These are available online and in house. An outside instructor will have to be brought in for the G402 Class.

B. Public Fireworks Displays on Manzanita Beach

The State Fire Marshal's Office has recently stopped signing fireworks display permits for areas outside a fire protection district, citing ORS 480.140(2), which gives that authority to the county court. With the beach belonging to Oregon State Parks, which is not technically in the Fire District Boundary, Chief Sherbaugh asked the board to decide if they want him to continue signing the fireworks permits or let it go to the county court for signature.

Treasurer Steele recommended the Fire Chief not sign the permits because the display takes place well below the vegetation line, which is in the State Parks boundary and not the District. Treasurer Steele asked Chief Sherbaugh to prepare a motion for the Board to consider at the next meeting.

C. Appointment of District's Legal Counsel

Board Policy 1.12.1.1 requires the board to select legal counsel for the fire district at the first meeting in July each year.

Treasurer Steele moved to appoint Ken Jones with Speer Hoyt as the District's legal counsel. Secretary Forster seconded. Motion passed unanimously.

D. Appointment of District Auditor

Board Policy 1.13.1.1 requires the board to select an auditor for the fire district annually. The board entered into a three-year contract with Accuti LLC. in June of 2015.

Director Bridge moved to recommend Accuity LLC as the district's auditor. Secretary Forster seconded. Motion passed unanimously.


VII. SET NEXT MEETING DATE

The next meeting will take place at 7:00 p.m. Thursday August 18, 2016.

VIII. ADJOURNMENT

President Covert asked for a motion to adjourn the meeting. Treasurer Steele moved to adjourn the meeting at 8:08 p.m. Secretary Forster seconded. President Covert called for the question, motion passed unanimously.

MINUTES APPROVED BY BOARD
August 18, 2016.



Sue Remy, Vice President

ATTEST: 

Robert Forster, Secretary