

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

Thursday, February 18, 2016

I. CALL TO ORDER

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

II. WELCOME TO VISITORS

President Covert welcomed visitors and asked them to sign in.

A. PUBLIC COMMENT - none

B. READING AND APPROVAL OF MINUTES

President Covert asked the board members if they had any corrections or comments after reviewing the minutes from the January 28, 2016 District Board Meeting Minutes.

Vice President Remy moved to approve the Board Meeting Minutes of January 28, 2016 with modification of John Steele as Treasurer, instead of Jack Allen. Treasurer Steele seconded. President Covert called for the question, motion passed unanimously. President Covert stated minutes approved as modified.

President Covert asked the board members if they had any corrections or comments after reviewing the minutes from the February 9, 2016 Special District Board Meeting Minutes.

President Covert and Vice President Remy noted two grammatical errors in the minutes and Chief Sherbaugh noted the corrections for the final draft.

Treasurer Steele moved to approve the Board Meeting Minutes of January 28, 2016 with correction of two grammatical errors. Vice President Remy seconded. President Covert called for the question, motion passed unanimously. President Covert stated minutes approved as modified.

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. Director Steele moved to accept the financials as presented. Vice President Remy 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 January 2016. Additionally, Chief Sherbaugh advised that he has received more of the surveys back from the cities for the Five Year Strategic Plan. Chief Sherbaugh also discussed staffing hours and shifts of current paid staff relating to current labor laws. Chief Sherbaugh updated the board on the DHS Grant for the MCI Trailer, Ham Radio equipment and Simulation Mannequin. The board was given the annual evaluation form for the Fire Chief's performance evaluation. The training podium was received and cabinets built for the training room should be complete in approximately two weeks. Chief Sherbaugh reminded the board that he would be out of the office for vacation next week.

V. UNFINISHED BUSINESS

- A.** Board vacancy has been advertised and all applications are due February 22 at 4pm. To date there have been three applications turned in for the position. The board discussed the process of appointing the next board member. Chief Sherbaugh said he would notify the applicants to attend the next board meeting.

VI. NEW BUSINESS

A. Resolution 16-01 FY 2016-17 Employee Salary Schedule

Chief Sherbaugh proposed a 2.4% COLA increase for FY 2016/17, based on Portland CPI released by US Department of Labor. The District's Health insurance plans would remain the same as the previous year.

President Covert asked for a motion to approve. Vice President Remy moved to approve Resolution 16-01 as presented. Treasurer Steele seconded. President Covert called for the question, motion passed unanimously.

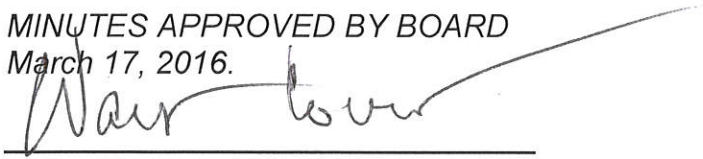
IX. SET NEXT MEETING DATE

The next meeting will take place on Thursday, March 17, 2016.

X. ADJOURNMENT

President Walt Covert asked the question. Treasurer Steele moved to adjourn the meeting at 7:42 p.m. Vice President Remy seconded. Motion passed unanimously.

MINUTES APPROVED BY BOARD
March 17, 2016.



Walt Covert, President

ATTEST:



John Steele, Treasurer