

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

**Thursday, September 17, 2015**

**I. CALL TO ORDER**

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

**II. WELCOME TO VISITORS**

President Covert welcomed visitors and asked them to sign the sign-in sheet.

**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 August 26, 2015 District Board Meeting Minutes.

*Treasurer Allen moved to approve the Board Meeting Minutes of August 26, 2015 as is. Director Steele seconded. President Covert stated minutes approved as presented.*

**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. Director Steele seconded. President Covert called for the question, motion passed unanimously.*

**IV. STAFF REPORTS**

**FIRE CHIEF**

Chief Sherbaugh presented the Chief's Report outlining call statistics for August 2015, commenting that it was the busiest month to date for the fire district at 132 calls. Chief

Sherbaugh briefed the board on the progress of fire preplans, fire hydrant testing and upcoming hose testing.

## V. UNFINISHED BUSINESS

Chief Sherbaugh outlined his plan for developing the district's five-year strategic plan stating that he officially plans to start working on it in October of this year. This will be cover under the Chief's Report until completed.

## VI. NEW BUSINESS

### A. Hydrant Flow Testing

City of Manzanita's fire hydrants are complete. The spreadsheet of data was presented to the board to provide insight on details of what is being accomplished by testing the fire hydrants the Fire District relies on.


## IX. SET NEXT MEETING DATE

*The next meeting will take place on October 15, 2015.*

## X. ADJOURNMENT

*President Walt Covert asked the question. Secretary Forster moved to adjourn the meeting at 7:49 p.m. Director Steele seconded. Motion passed unanimously.*

MINUTES APPROVED BY BOARD  
October 15, 2015.

  
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Walt Covert, President

ATTEST:   
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Robert Forster, Secretary