

**SUNRISE BEACH FIRE PROTECTION DISTRICT**  
**MINUTES of the BOARD OF DIRECTOR'S MEETING**  
**27 February, 2017**

President Blackwell called to order the regular session of the Board of Director's meeting at 17:00 hours. President Blackwell, Treasurer Layman, Secretary Dill, and Fire Chief Reilly were in attendance.

Treasurer Layman made a motion and Secretary Dill seconded the motion to approve the amended agenda, adding New Business Item G: Discuss and/or approve PD 1016-Identification Cards, and also removing the closed session. The motion passed in a roll-call vote as follows: all in favor, none opposed.

No public comments were made.

Treasurer Layman made a motion and President Blackwell seconded the motion to approve the Secretary's minutes from the 16 January, 2017 regular meeting as presented. The motion passed in a roll-call vote as follows: all in favor, none opposed.

Treasurer Layman stated the Treasurer's Report for January 2017 as presented and filed for audit.

Chief Reilly presented the Chief's and Fire Marshal's Report to the Board of Directors (complete report is attached).

Secretary Dill made a motion and Treasurer Layman seconded the motion to approve Item 5 in the Chief's Report, allowing the sale of surplus items. The motion passed in a roll-call vote as follows: all in favor, none opposed.

Treasurer Layman made a motion and Secretary Dill seconded the motion to accept the Chief's report as presented. The motion passed in a roll-call vote as follows: all in favor, none opposed.

**UNFINISHED BUSINESS:**

- a. Secretary Dill made a motion and Treasurer Layman seconded the motion to approve the finalized Budget Adjustments for 2017 as presented. The motion passed in a roll-call vote as follows: all in favor, none opposed.

**NEW BUSINESS:**

- a. Secretary Dill made a motion and Treasurer Layman seconded the motion to approve the 2017 Insurance Renewal with McGrath Insurance as presented. The motion passed in a roll-call vote as follows: all in favor, none opposed.
- b. Treasurer Layman made a motion and Secretary Dill seconded the motion to approve the 2017 Legal Counsel Retainer as presented. The motion passed in a roll-call vote as follows: all in favor, none opposed.
- c. President Blackwell made a motion and Treasurer Layman seconded the motion to authorize Chief Reilly to sign the contract between the Fire District and the CanAm Games for the use of the training tower during the 2018 games as presented. The motion passed in a roll-call vote as follows: all in favor, none opposed.
- d. Treasurer Layman made a motion and Secretary Dill seconded the motion to approve the use of ADP for the District's Payroll Service. An official contract will be presented to the Board during the March Board Meeting. The motion passed in a roll-call vote as follows: all in favor, none opposed.

- e. Secretary Dill made a motion and Treasurer Layman seconded the motion to sign and approve the Letter of Engagement for the 2016 Audit with Evers & Company as presented. The motion passed in a roll-call vote as follows: all in favor, none opposed.
- f. Chief Reilly discussed future enhancements to current staffing. The topic will continue as an ongoing discussion, and no votes or actions were taken.
- g. Secretary Dill made a motion and Treasurer Layman seconded the motion to approve PD 1016: Identification Cards as presented. The motion passed in a roll-call vote as follows: all in favor, none opposed.

President Blackwell made a motion and Treasurer Layman seconded the motion to close the regular session at 18:14 hours. The motion passed in a roll-call vote as follows: all in favor, none opposed.

Respectfully Submitted,

Denise Dill  
Secretary