



South Beach Regional Fire Authority, PO Box 1195, Westport, WA 98595



GOVERNANCE BOARD MEETING MINUTES
Thursday August 13, 2026-5:00 PM
708 S Englewood Lane, Westport, WA 98595

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Call Meeting to Order:

The South Beach Regional Fire Authority Governance Board Meeting was called to order by Board Chairperson Alfred Schroeder representing Commissioner District Four at 5:00 PM. In attendance were the following Board Members: Alfred Schroeder representing Commissioner District Four, David McLellan, Vice Chairman representing Commissioner District Three, Sam Schlegel representing Commissioner District Five, Tom Bearden representing District Two, Tom Aronson representing District One absent. Fire Chief Daryl Brown, Assistant Fire Chief David Uhler, Administrative Assistant Diane McNett present. Teresa Hart, Administrative Assistant absent.

Audience:

Coleena Curry SBRFA PIO present, Jo Bearden Westport resident present.

Flag Salute:

The Pledge of Allegiance was recited.

Agenda Modifications:

Agenda modifications were the payroll total for 08-01-2026 through 8-31-2026: \$188,623.78 and Vouchers 2026-311 through 2026-352 totaling \$99,672.71. 14a. Policy PPG#6131-Fiscal Management.

Announcements, Proclamations, Presentations:

None.

Public Comments:

None.

Consent Agenda:

- a. **Approval of Governance Minutes Meeting July 9, 2026:** Tom Bearden made a motion to approve July 9, 2026, minutes as written. Motion seconded by David McLellan. Motion carried.
- b. **Approval of Payroll 8-01-2026 through 8-31-2026 totaling \$188,623.78:** David McLellan made a motion to approve the payroll from 8-01-2026 through 8-31-2026 totaling \$188,623.78. Motion seconded by Tom Bearden. Motion carried.
- c. **Approval of Voucher 2026-311 through Voucher 2026-352 total \$99,672.71:** Tom Bearden made a motion to approve Voucher 2026-311 through Voucher 2026-352 totaling \$99,672.71. Motion seconded by David McLellan. Motion carried.

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SIGNING OF VOUCHERS: Board members signed the vouchers.

BOARD MEMBER REPORTS:

Commissioner District One Tom Aronson: Absent.

Commissioner District Two Tom Bearden: Tom noted that we need to look at our property's values.

Commissioner District Three David McLellan: None.

Commissioner District Four Fred Schroeder: None.

Commissioner District Five Sam Schlegel: None.

CHIEF'S REPORT:

Chief Daryl Brown:

Bond Update: Chief Brown distributed the bond update with the statistics total below:

South Beach Regional Fire Authority-Bonds Issue

60.29% approval-788 votes

39.71% rejected-519 votes

Pacific County

66.55% approval-185 votes

33.45% rejected-93 notes

The overall current combined percentage is 62.8%. The final election results should be certified on August 18th.

Long Range Plan: It is time to review our current long-range plan in preparation for our 2027 budget.

Chief would like to set up a Long-Range Plan/Budget Workshop for either Friday, September 4th or Tuesday, September 8th from 10am to 2pm (lunch provided). September 8th from 10am to 2pm was the unanimous choice for the Long-Range Plan Workshop.

ASSISTANT CHIEF'S REPORT:

Assistant Chief David Uhler reported the following:

Knox Med Vault Update: The replacement and installation of the new narcotics storage devices is underway. Currently Captain Fulbright, assisted by James Benn, has been doing the upgrade process across our medic units and in the medical supply room. I would like to thank the Commissioners for their speed in approval. As a related aside, we have received our DEA registration to continue narcotics handling operations. We are targeting the end of August for completion of this project. There are two additional ambulances completed.

Wildland Mobilization: We anticipate welcoming back PJ Benoit, Jake Finnigan and Brandan Davis this weekend from their time at the Little Giant fire. This mobilization for B31 and the crew began on July 30th, 2026, and we expect them to be home on Saturday. The Little Giant fire burned over 125,000 acres and is 5% contained with over 2,000 personnel attached to the incident.

DEPARTMENT REPORTS: BOARD FOR VOLUNTEER FIREFIGHTER REPORT: The Board for Volunteer Firefighter met at 4:30pm. Diane reported that a claim has been opened for a volunteer's injury. David McLellan made a motion to approve the claim and medical invoices received for the date of August 3, 2026. Motion seconded by Diane McNett. Motion carried.

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CORRESPONDENCE: None.

UNFINISHED BUSINESS:

- a. **Approval of Commissioner Timecards:** Sam Schlegel made a motion to approve the commissioner timecards as presented for payment. Motion seconded by David McLellan. Motion carried.
- b. **Concrete Bid-Chief Brown:** Chief Brown noted to the board that he has received an additional concrete bid in the amount of \$8,641.22; Anderson Construction. Fred Long has been contacted to see about providing a bid; however, he is unable to provide one. Discussion followed by a motion from Tom Bearden that Anderson Construction be awarded the concrete bid in the amount of \$8,641.22. Motion seconded by Sam Schlegel. Motion carried. Fred Long suggested that the Grays Harbor Building Department be contacted regarding a possible building permit needed. Chief Brown will proceed with a call to the GH Building Department.
- c. **Bond Results:** Chief Brown noted that we are moving forward and anticipate developments to occur in the first quarter of 2027. There is considerable "leg work" to be completed that will be detailed monthly for the Board once we have those steps in place. At this time, we are seeking assistance from our attorney Brian Snure as well as Jim Nelson from D A Davidson Company and Lee Marchisio from Foster Garvey P.C.. We will be providing monthly updates.

NEW BUSINESS:

- a. **Policy PPG #6131-Fiscal Management:-**Chief Brown distributed to the board members PPG#6131 Fiscal Management policy which defines capital assets as anything over the value of \$5000. The report includes an annual report of assets. Chief stated that a career firefighter may possibly be assigned this task. Tom Bearden made a motion to approve PPG#6131 as written. Motion seconded by David McLellan. Motion carried.

Tom Bearden questioned whether or not we can donate outdated supplies or equipment to fire departments in need. Both chiefs noted that there are rules that must be followed for surplus items. To follow will be further information on surplus policies.

NEXT MEETING:

September 10, 2026-4:30pm Board for Volunteer Firefighters Board

September 10-5:00pm South Beach Governance Board Meeting

EXECUTIVE SESSION-Assistant Chief Uhler-15 Minutes-Discussing Personnel-Action may or may not be taken.

Commissioner Tom Bearden made a motion to adjourn the meeting to an executive session for the purpose of discussing personnel. Action may or may not be taken. The time period requested was 15 minutes. Chief Daryl Brown asked to be excused from the executive session. Assistant Chief Uhler was asked to participate. Motion seconded by Sam Schlegel. Motion carried. The time was 5:45pm.

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BACK IN SESSION: 6:00 PM: Chairman Schroeder stated that the meeting was back in session at 6:00 pm. A motion was made by Tom Bearden that the board has directed Assistant Chief David Uhler to forward correspondence to the board members upon receipt regarding the personnel issue. Motion seconded by David McLellan. Motion carried.

ADJOURN:

Tom Bearden made a motion to adjourn the meeting at 6:01pm. Motion seconded by David McLellan. Motion carried.