



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



GOVERNANCE BOARD MEETING MINUTES

Thursday, January 8, 2026-5:00 PM

708 S Englewood Lane, Westport, WA 98595

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 (by Zoom), Tom Bearden representing District Two, Tom Aronson representing District One. Fire Chief Daryl Brown, Administrative Assistant Teresa Hart and Diane McNett present. Assistant Fire Chief Darin VanderVeur excused due to instructing a fire class.

Audience:

Jo Anne Bearden, Westport Citizen, Jake Finigan, FF-PM Local 3689, Colby Vaughn, Volunteer SBRFA, Dylan Wilson, Volunteer SBRFA, David Hooper FF-EMT SBRFA, Kaila Bentow FF-PM Local 3689, John Bramstedt FF-EMT IV, SBRFA.

Flag Salute:

The Pledge of Allegiance was recited.

Agenda Modifications:

Agenda modifications were the payroll total for 01-01-2026 through 01-31-2026: \$243,912.01 and Vouchers 2026-001 through 2026-039 totaling \$87,932.47.

Announcements, Proclamations, Presentations:

None.

Public Comments:

None.

Consent Agenda:

- a. **Approval of Governance Minutes Meeting December 11, 2025:** David McLellan made a motion to approve December 11, 2025 minutes as written. Motion seconded by Tom Aronson. Motion carried.
- b. **Approval of payroll 01-01-2026 through 01-31-2026 totaling \$243,912.01:** Tom Bearden made a motion to approve the payroll from 01-01-2026 through 01-31-2026 in the amount of \$243,912.01. Motion seconded by David McLellan.. Motion carried.
- c. **Approval of Voucher 2026-001 through Voucher 2026-039 totaling \$87,932.47:**

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Tom Aronson made a motion to approve Voucher 2026-001 through Voucher 2026-039 totaling \$87,932.47 for current bills. Motion seconded by Tom Bearden. Motion carried.

SIGNING OF VOUCHERS: Board members signed the vouchers.

BOARD MEMBER REPORTS:

Commissioner District One Tom Aronson: No report.

Commissioner District Two Tom Bearden: No report

Commissioner District Three David McLellan: No report.

Commissioner District Four Fred Schroeder: No report.

Commissioner District Five Sam Schlegel: No report.

CHIEF'S REPORT:

Chief Daryl Brown:

Staffing Station 32: South staffing is doing well with Station 32 (North Cove). This month we staffed 22/30 days or 73%. EMS incidents were 1,295 with the total number of incidents at 1,639.

Audit Update: We have been contacted by the State Auditor of an accountability audit. We will be checking in on a weekly basis and expect both remote and in-person work. The initial estimate is 30 days.

Chief Vanderveur cordon of honor invite: Chief Vanderveur is having his last day at work on Friday January 30th, at 4:00 PM. We would be grateful if all could join us for a light snack. Ceremonial processes will begin at 4:00 PM.

Health Insurance Increase: We have received our annual rates for health insurance. The increase is approximately 10%. We will need to monitor this category for future changes and rates.

Fire Station Estimator meeting: We are scheduled to meet on Monday, January 12, 2026 at 3:00 PM online to discuss the estimate with TCA Architecture. Chief Brown stated he would like to encourage ALL board members to be at this special meeting for an input opportunity and a united understanding of costs.

E31 at JHD for possible diagnostic repair: Chief Brown reported that the engine has been running rough and a check engine light was on. James Benn spent 3 hours working on the ambulance, however it was felt a second opinion was needed.

M34 suspension project: Air bags and suspension have both been installed. James Benn is working on rejoining the box and chassis. Progress had been slow due to 2 priority projects that were scheduled previously and needed attention.

Generac Project: Chief Brown stated that we are waiting for a concrete bid and electrician bid to submit to the State for review. The project completion date is possibly late summer.

ASSISTANT CHIEF'S REPORT: Assistant Chief Vanderveur was excused due to instructing fire training.

DEPARTMENT REPORTS: BOARD FOR VOLUNTEER FIREFIGHTERS:

The board met at 4:30 PM. There was no business.

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CORRESPONDENCE: None.

UNFINISHED BUSINESS:

- a. **Approval of Commissioner Timecards:** Tom Bearden made a motion to approve the commissioner timecards as presented. Motion seconded by David McLellan. Motion carried.
- b. **Budget Review-Tom Bearden:** Chief Brown noted that the 2026 budget review workshop should be scheduled in February. This is due to the time frame of receiving the final expense and revenue figures from the County. Tom Bearden had requested a time to go over the reports line by line. It was decided to schedule the workshop at 3:00 PM, prior to the Governance Board Meeting which is held at 5:00 PM on the second Thursday of the month at 708 Englewood Lane, Westport, WA 98595.

NEW BUSINESS:

- a. **Resolution 2026-100: Transfer of funds to pay current bills.** Resolution 2026-100 requests \$450,000 to be transferred from the Ambulance Fund to the Expense Fund for the purpose of paying payroll and current bills/invoices. Tom Bearden made a motion to approve Resolution 2026-100 as written. Motion seconded by David McLellan. Motion carried.

FUTURE MEETINGS:

- a. **February 12, 2026: 4:30 PM, Board for Volunteer Firefighter Board.**
- b. **February 12, 2026: 5:00 PM, Governance Board Meeting.**

EXECUTIVE SESSION:

Executive session for personnel-time period allotted 30 minutes. Action may or may not be taken. The time was 5:50 PM.

BACK IN SESSION: Chairman Schroeder called the meeting back to order at 6:20 PM. No action was taken.

ADJOURN:

Tom Bearden made a motion to adjourn the meeting at 6:22 PM. Motion was seconded by David McLellan. Motion carried.