



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



**GOVERNANCE BOARD MEETING MINUTES**

**Thursday May 14, 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 was absent. Fire Chief Daryl Brown, Assistant Fire Chief David Uhler, Administrative Assistant's Diane McNett and Teresa Hart present.

**Audience:**

Jo Anne Bearden Westport Resident, Coleena Curry SBRFA PIO.

**Flag Salute:**

The Pledge of Allegiance was recited.

**Agenda Modifications:**

Agenda modifications were the payroll total for 05-01-2026 through 05-30-2026: \$225,335.96 and Vouchers 2026-135 through 2026-181 totaling \$81,926.29. 13b. Generac Grant, 13c. Time Delay-Resolution. 14a. Yearly election of Chairman and Vice-Chairman. 14b. Resolution 2026-400 and 14c. Kenwood radio purchase.

**Announcements, Proclamations, Presentations:**

None.

**Public Comments:**

None.

**Consent Agenda:**

- a. **Approval of Governance Minutes Meeting April 9, 2026:** Administrative Assistant Diane McNett noted that the April 9, 2026, meeting minutes did not reflect the Resolution number that was passed regarding the bond measure for the new station. Therefore, Resolution 2026-400 should be added to the minutes as "Resolution 2026-400 moving forward with a \$10M Bond to be presented to the voters on August 4, 2026, primary election to fund a new fire department building at 708 S Englewood Lane, Westport, WA 98595". Please add this to the motion for approval. Motion made by Tom Bearden that the April 9, 2026, minutes shall be approved with the above noted correction. Motion seconded by Sam Schlegel. Motion carried.

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- b. Approval of Payroll 5-01-2026 through 5-31-2026 totaling \$166,580.74:** A motion was made by David McLellan to approve the payroll from 5-1-2026 through 5-31-2026 totaling \$166,580.74. Motion seconded by Sam Schlegel. Motion carried.
- c. Approval of Voucher 2026-182 through Voucher 2026-226 total \$106,049.59:** Tom Bearden made a motion to approve Voucher 2026-182 through Voucher 2026-226 totaling \$106,049.59. Motion seconded by David McLellan. Motion carried.

**SIGNING OF VOUCHERS:** Board members signed the vouchers.

**BOARD MEMBER REPORTS:**

**Commissioner District One Tom Aronson:** Absent.  
**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:** Chief Brown stated that Station 32 (North Cove) staffing levels in April have been at 56%. We staffed 17/30 days. During this time, we had 1 employee that was out on injury leave, potentially affecting our numbers.

**Audit Update:** The audit continues to be ongoing. We met on May 7<sup>th</sup> and were told they are finishing up payroll. We are waiting for their conclusion to schedule our Exit interview.

**Fire Inspector Training:** Assistant Chief Uhler and Chief Brown have completed ICC Fire Inspector 1 training and are in preparation to take their accreditation tests. One or both of them will put that feather in their cap.

**Generac Project:** Chief Brown has finalized our contract with the State of WA and under old business he will be seeking authorization to order the generator.

**Chief Uhler Credit Card Authorization:** Chief Brown will be requesting approval for Assistant Chief David Uhler to be added to our credit line for credit card use under new business. The limit will be \$10,000 at First Security Bank.

**We will be hosting State Rep. Jim Walsh:** We are hosting Rep. Jim Walsh on May 20<sup>th</sup> from 10:30am to 12pm to thank him for his participation and support of our Department of Commerce Grant in the amount of \$139,620. At this time, we may have an opportunity to discuss our Bond request and political needs. Chief Brown is respectfully requesting your present at this event. Business like attire is appropriate.

**Capt. Keith Zelepuza announced retirement:** Captain Zelepuza has publicly announced his retirement with a separation date of May 31<sup>st</sup>. He will be having a retirement gathering on May 30<sup>th</sup> that we will be attending. Chief Brown thanked him for his service.

**Annual Awards Banquet:** Chief Brown is officially inviting the commissioners to our annual awards banquet scheduled for June 6<sup>th</sup>, 2026. Social hour will start at 5:00pm and Dinner at 6:00pm. Ceremony to follow. This is a class A or formal event.

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**Ian Vandooren:** Chief Brown would like to introduce our newest employee: Ian Vandooren, who has accepted our conditional offer of employment and has met all those conditions. He is scheduled to begin his full-time position on June 1, 2026.

**2018 Midwest Freightliner Commercial Tender:** Chief Brown reported that he has located a well-suited tender for our organization. Asking price is \$275,000 for a 2018 Freightliner, 3000-gallon tank, 1000 GPM pump with pump and roll capability. Chief Brown has done some research on this vehicle and on financing options. A packet of information has been included for review and discussion during new business.

**Joyce, WA Trip:** Chief Brown stated that a field trip will be taken to Joyce, WA where Clallam County FPD #14 has recently renovated a church into a fire station. This may provide ideas for our upcoming property remodel at Englewood Lane.

### **ASSISTANT CHIEF'S REPORT:**

#### **Bond Information and Community Outreach:**

\*Our communications and education groups have been busy helping to inform our area about the August 4, 2026, Bond measure. We are keeping our best possible information updated on the Bond Information page of sbrfa.org. We have upcoming information also going out in the form of newsletter mailers, social media articles and posts, and we are finalizing our video messaging featuring our own, Chief Daryl Brown. We sincerely appreciate support activities and messaging from Pastor Bill Troxel and Jack Block.

\*SBRFA will be supporting the Grays Harbor & South Beach Coastal Resilience Open House (Thursday, May 14, 2026 from 12pm to 8pm and Friday, May 15, 2026 from 9am to 8pm) at the Helm in partnership with Grays Harbor County Public Health, Grays Harbor Emergency Management, and the University of WA Graduate Urban Planning Studio. Please join us in identifying ways to manage and respond to our area hazards.

\*SBRFA will be supporting the "Seas the Day" Planter Refresh for the Westport Marina. We are excited to get our hands dirty in addition to providing medical care for volunteers (don't worry...we wear different gloves) on May 19 and May 20, 2026, from 10am to 2pm.

\*Also on May 23, 2026, we will be hosting our Hot Wheels Racing Day at the Training Center from noon to 2pm. Bring your favorite rides for a speed test on our track.

#### **Academy Program Updates:**

\*The Grays Harbor Fire Academy has concluded for 2026 and has produced 21 credentialed Firefighter 1 graduates.

\*The South beach RFA hosted our annual Grays Harbor Wildland Field Day on Saturday, May 9, 2026. This training produced 41 Wildland Type 2 Fire fighters for our area. Assistant Chief Uhler thanked our instructor for support from Aberdeen Fire, Hoquiam Fire, Grays Harbor Fire District #2, South Beach Regional Fire Authority, and our partners at the WA Department of Natural Resources.

\*Graduation will be at Grayland Hall on Saturday, May 16, 2026, at 1000.

\*On behalf of the South Beach Regional Fire Authority, I wish to congratulate our graduates and thank our instructors: Assistant Chief Odd DeBakker from McCleary Fire Department, Anthony Nowak from Aberdeen Fire Department, Fire Inspector Andrew Mills from Ocean Shores Fire Department, Lieutenant Brenna VanderVeur and chief (retired) Dennis Benn from South Beach Regional Fire Authority. I wish to give special thanks and congratulations to Drill Master Chief (Retired) Darin VanderVeur for his years

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of service and dedication to the Grays Harbor Fire Academy Regional Direct Delivery Program. \*We wish to give special thanks to our partners at Grays Harbor EMS who graduated 22 new EMTs this year for our area. We appreciate our partners and GHEMS and congratulate our new providers.

**DEPARTMENT REPORTS: BOARD FOR VOLUNTEER FIREFIGHTER REPORT:** The Board for Volunteer Firefighter meets at 4:30pm. New business will be the completion of current dues. There was no old business.

**CORRESPONDENCE:**

None.

**UNFINISHED BUSINESS:**

- a. **Approval of Commissioner Timecards:** David McLellan made a motion to approve the commissioner timecards as presented for payment. Motion seconded by Tom Bearden. Motion carried.
- b. **Generac Generator Grant-Department of Commerce-Chief Brown needs authorization to sign on SBRFA's behalf:** Previously Chief Brown had received authority to sign the Department of Commerce grant paperwork. Bids are in the process of being received. Chief Brown is seeking authorization from the board to review bids and to further enter into an agreement for the placement of an order. Motion made by Dave McLellan to authorize Chief Brown to enter into an agreement to order a generator. Motion seconded by Tom Bearden. Motion carried. The upfront cost could be up to \$7,000, stated Chief Brown. Noted by Chief Brown was that it could take up to 28-32 weeks for completion. David McLellan made a motion to authorize Chief Benn to spend up to \$7,000 on the down payment of the generator. Motion seconded by Tom Bearden. Motion carried.

**NEW BUSINESS:**

- a. **Yearly election of Chairman and Vice Chairman:** The election has been postponed due to the absence of Tom Aronson, Commissioner District One. Sam Schlegel made a motion to nominate Alfred Schroeder for Chairman and David McLellan for Vice Chairman. Motion seconded by Tom Bearden. Motion carried. There being no other candidates, a vote was taken to proceed with the same Chairman and Vice Chairman previously. Motion made by Sam Schlegel to proceed with Alfred Schroeder as Chairman and David McLellan as Vice Chairman. Motion seconded by Tom Bearden. All members voted yes---Sam Schlegel, David McLellan, Tom Bearden and Alfred Schroeder voted yes.
- b. **Authorization of Assistant Chief Uhler Credit Card:** Chief Brown stated that approval by motion is needed for Assistant Uhler to be added as a credit card holder for the South Beach Regional Fire Authority Visa Card. The amount of credit will be \$10,000 as this is replacing Assistant Chief VanderVeur's card who has retired. A motion was made by Tom Bearden to approve Chief David Uhler as a credit card holder for South Beach Regional Fire Authority at our bank: Visa-1<sup>st</sup> Security Bank in the amount of \$10,000 held at the Westport Branch.

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- c. **Consideration of Tender:** Chief Brown stated that he has found online a tender that would suit the needs of the South Beach area. It is located currently in Iraq and a company named **“Brindlee Mountain Fire Apparatus, LLC”** is representing the sale. It is an unusual situation but has multiple possibilities for purchasing it at a very reduced price. Chief Brown has been researching this type of tender for quite some time, and this vehicle could be the answer. Chief Brown has stated that there is a refundable contract that can be obtained if the vehicle doesn't meet the expectations of the department. More details will be forthcoming. There is a requirement of \$5,000 earnest money with \$10,000 more paid when the tender is shipped to the USA. Once in the US Chief Brown would like to travel to see it in person with James Benn. Discussion followed with the commissioners in agreement that it would be beneficial to investigate this tender closer provided both the \$5,000 and \$10,000 would be refundable. Chief Brown stated the \$5,000 would be the amount that would need to be approved first. Tom Bearden made a motion to approve \$5,000 for earnest money to pursue the purchase of a 2018 Midwest Freightliner Commercial Tanker, provided a refundable guarantee is received and it doesn't meet the department's expectations. Motion seconded by David McLellan. Motion carried.

**NEXT MEETING:**

**June 11, 2026-4:30pm Board for Volunteer Firefighters Board**

**June 11, 2026-5:00pm South Beach Governance Board Meeting**

**AMEND A MOTION:** Tom Bearden stated he would like to amend his motion under NEW BUSINESS c. Tom made a motion to amend his previous motion approving \$5,000 for the earnest money to include the approval of up to \$15,000 (include the shipping of \$10,000 along with the \$5,000 earnest money) for the purpose of purchasing a 2018 Midwest Freightliner Commercial Tanker provided a refundable guarantee/contract is received. Motion seconded by Sam Schlegel. Motion carried.

**ADJOURN:** Sam Schlegel made a motion to adjourn the meeting at 5:58pm. Motion seconded by David McLellan. Motion carried.