

SILVERTON FIRE DISTRICT AGENDA

AGENDA CLOSSES AT 4:00 P.M., MONDAY, PRECEDING SCHEDULED MEETING.
REGULAR BOARD MEETING, July 9, 2024 at 7:00 P.M.
Silverton Station # 8

Join Zoom Meeting:

<https://us02web.zoom.us/j/81308440282?pwd=RjhORGZERzVKaEtlMWRPSlowRExqQT09>

Meeting ID: 813 0844 0282

Passcode: 315674

Dial in: 1(253) 215-8782 US (Tacoma)

- I. **ROLL CALL:**
Les Von Flue, President
Stacy Palmer, Vice-President
Rob Mengucci, Secretary-Treasurer
Ryan Bielenberg, Director
Dixon Bledsoe, Director
- II. **CALL MEETING TO ORDER:**
- III. **PLEDGE OF ALLEGIANCE:**
- IV. **ELECTION OF BOARD OFFICERS FOR FISCAL YEAR 2024-2025**
- V. **APPROVAL OF MINUTES OF:**
 - a) Regular Board Meeting of June 11, 2024
- VI. **OPEN FORUM**
- VII. **OLD BUSINESS:**
 - a) Policies 101-106 (*Out for review until 7/17/2024*)
- VIII. **FINANCE OFFICER'S REPORT:**
 - a) Check Summary
 - b) Departmental Expense Report
 - c) Bank Account Balance Comparison
- IX. **CHIEF'S REPORT:**
 - a) Chief Report
 - b) Annual Picnic July 31, 2024
 - c) Picture Day August 7, 2024
 - d) Civil Service Meeting July 25, 2024
- X. **NEW BUSINESS:**
 - a) Storage Canopy Purchase
 - b) St. 8 Generator Surplus
- XI. **ITEMS PENDING:**
 - a) Joint Board Meeting w/ City Council

**SILVERTON FIRE DISTRICT
AGENDA**

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REGULAR BOARD MEETING, July 9, 2024 at 7:00 P.M.
Silverton Station # 8**

XII. ADJOURNMENT:

SILVERTON FIRE DISTRICT

MINUTES

DRAFTED FOR APPROVAL, SUBJECT TO CHANGE AND OR CORRECTION

REGULAR BOARD MEETING
7:00 P.M. June 11, 2024
Silverton Fire District Station #1,
819 Rail Way, Silverton, Oregon 97381

I. ROLL CALL:

Les Von Flue, President
Stacy Palmer, Vice President
Robert Mengucci, Secretary-Treasurer

Dixon Bledsoe, Director
Ryan Bielenberg, Director

ABSENT:

All present

IN ATTENDANCE:

Chief Miles, Office Administrator (OA) Cantu, AC Veit, BC Terhaar, FF Hughes, FF Isherwood, FF Miller, Lt. Brown

II. CALL MEETING TO ORDER:

President Von Flue called the meeting to order at 7:00 p.m.

III. PLEDGE OF ALLEGIANCE

President Von Flue led the group in the Pledge of Allegiance.

IV. PUBLIC HEARING REGARDING 2023-2024 BUDGET

a) Open Public Hearing

The public hearing regarding fiscal year 2024-2025 budget was opened at 7:00 p.m.

b) Public Comment

No comments were given regarding the budget for the 2024-2025 fiscal year.

c) Close Public Hearing

The public hearing regarding the budget for fiscal year 2024-2025 was closed at 7:01 p.m.

V. APPROVAL OF MINUTES OF:

a) Regular Board Meeting of May 14, 2024

Director Bledsoe made a motion to approve the minutes of the May 14, 2024 regular board meeting as written. Director Bielenberg seconded the motion. The motion carried unanimously.

(President Von Flue: Aye, Vice President Palmer: Aye, Secretary Treasurer Mengucci: Aye, Director Bledsoe: Aye, Director Bielenberg: Aye)

b) 2024-2025 Budget Committee Meeting of May 20, 2024

Vice President Palmer made a motion to approve the minutes of the May 20, 2024 budget committee meeting as amended. Director Bledsoe seconded the motion. The motion carried unanimously.

(President Von Flue: Aye, Vice President Palmer: Aye, Secretary Treasurer Mengucci: Aye, Director Bledsoe: Aye, Director Bielenberg: Aye)

VI. OPEN FORUM:

No comments were made during open forum.

VII. OLD BUSINESS:

a) Board Policies 101-106

After brief discussion, the Board approved the changes made to policies 101-106. President Von Flue directed that policies are posted for 30 days for future approval and adoption, barring any unforeseen comments or suggestions.

VIII. FINANCE OFFICER'S REPORT:

a) Check Summary

b) Departmental Expense Report

c) Bank Account Balance Comparison

Vice President Palmer requested insight on the spending reflected in the current budget being higher than this time last year. Chief Miles stated that part of the reflection was timing in the fiscal year and that part was due to inflation costs. Director Bledsoe asked Chief Miles if there was anything in the report that caused him concern. Chief Miles stated that the budget appeared normal and did not have cause for concern.

Director Bledsoe made a motion to approve the finance officer's report as presented. Vice President Palmer seconded the motion. The motion carried unanimously.

(President Von Flue: Aye, Vice President Palmer: Aye, Secretary Treasurer Mengucci: Aye, Director Bledsoe: Aye, Director Bielenberg: Aye)

IX. CHIEF'S REPORT

a) Monthly Report

Chief Miles stated that it was a busy month. The staff participated in several Pub Eds throughout the community, including another high school CPR class. Numerous schools came and visited the station and did station tours. Lt. Brown told the board about a group from Spain that came to the station and visited. Chief Miles asked if the board had any questions regarding his report. Director Bledsoe asked why there was a decrease in calls when comparing May 2023 to May 2024. Chief Miles said there were many factors that impact our call volume, including ambulance staffing.

b) City Hall Grand Opening

Chief Miles attended the City Hall Grand Opening.

c) American Legion Memorial Day Services

Chief Miles attended the American Legion Memorial Day Services at Town Square Park on May 24th and was a guest speaker on May 27th.

d) Joint Board Meeting with City Council, July 1, 2024

Chief Miles stated the joint meeting with City Council was moved to August 5th, 2024. Chief Miles asked about topics for the meeting. Director Bledsoe and Vice President Palmer discussed having this meeting annually. Director Bielenberg posed the topic of Regional Emergency Planning for the Joint Board Meeting.

X. NEW BUSINESS:

a) Resolution 24-362 To Adopt the Budget for Fiscal Year 2024-2025, Impose and Categorize Taxes, and Make Appropriations

Director Bledsoe moved to approve Silverton Fire District Resolution 24-362 to adopt the budget for fiscal year 2024-2025, impose and categorize taxes and make appropriations. Director Bielenberg seconded the motion. Resolution 24-362 passed unanimously.

(President Von Flue: Aye, Vice President Palmer: Aye, Secretary Treasurer Mengucci: Aye, Director Bledsoe: Aye, Director Bielenberg: Aye)

XI. ITEMS PENDING:

Chief Miles reminded the Board that the next meeting would be on the second Tuesday in July at Station 8 in Scotts Mills.

XII. ADJOURNMENT:

With no further business to come before the Board, the meeting was adjourned at 7:23 p.m.

Approved this _____ day of _____, 2024.

President

Minutes recorded and prepared by Kaylee Spencer.

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Accounts Payable

Checks by Date - Detail by Check Date

User: Candace
 Printed: 7/5/2024 11:03 AM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
1000790	068535	911 SUPPLY INC	06/11/2024	
	INV-1-43100	(1) NAME TAPE & PATCH INSTALL AND (1		90.51
	INV-1-43101	(1) EMR PATCH AND INSTALL		10.95
	INV-1-43102	(1) NAME TAPE & PATCH INSTALL AND (1		28.05
	INV-1-43106	(1) HEMMING		20.11
	INV-1-43752	(1) EMT PATCH AND INSTALL		10.14
Total for Check Number 1000790:				159.76
1000791	6091910	AMAZON CAPITAL SERVICES	06/11/2024	
	1MDP-NYF7-T9JF	LARGE BINDER CLIPS		19.99
	1MDP-NYF7-T9JF	ATOMIC CLOCK		54.98
	1MDP-NYF7-T9JF	PUB ED TRAILER UPGRADES: O RING CON		8.79
	1MDP-NYF7-T9JF	(2) PACKS COMMAND STRIPS		26.80
	1MDP-NYF7-T9JF	ARUBA 6000 48G PoE SWITCH		1,125.00
	1MDP-NYF7-T9JF	STAIRS FOR PUB ED TRAILER		149.00
	1MDP-NYF7-T9JF	ONE WAY VALVES FOR TRAINING NRB M/		37.00
	1MDP-NYF7-T9JF	TRAINING MASKS FOR NRB		29.95
	1MDP-NYF7-T9JF	10PK STAINLESS STEEL CABLE		11.49
	1MDP-NYF7-T9JF	(2) KENWOOD KMC-45 MIC		114.98
	1MDP-NYF7-T9JF	CABLE CLIPS		7.85
	1MDP-NYF7-T9JF	EMS BACKPACK		221.16
	1MDP-NYF7-T9JF	PUB ED TRAILER UPGRADES: INTERIOR L		37.99
	1MDP-NYF7-T9JF	HEAT SHRINK TUBING KIT		13.99
	1MDP-NYF7-T9JF	ADJUSTABLE LATCH BUCKLE		16.23
	1MDP-NYF7-T9JF	OFFICE PHONE		96.50
	1MDP-NYF7-T9JF	OFFICE SPEAKERS		15.32
	1MDP-NYF7-T9JF	PUB ED TRAILER UPGRADES: MOUNTING		8.59
	1MDP-NYF7-T9JF	PUB ED TRAILER UPGRADES: PLUG IN		21.97
	1MDP-NYF7-T9JF	(2) BEVERAGE DISPENSERS		281.00
	1MDP-NYF7-T9JF	CAR FUSE KIT		12.99
	1MDP-NYF7-T9JF	OSCILLATING FAN		56.99
	1MDP-NYF7-T9JF	4 PACK 4" CASTER WHEELS		26.72
	1MDP-NYF7-T9JF	CARGO NET FOR T419 CONFLAG		22.99
	1MDP-NYF7-T9JF	WEEKLY PLANNER		19.99
	1MDP-NYF7-T9JF	(3) AMERICAN FLAGS		141.24
	1MDP-NYF7-T9JF	(2) 8 FOOT FOLDING TABLES		294.28
	1MDP-NYF7-T9JF	4 PACK 4" CASTER WHEELS		26.72
	1MDP-NYF7-T9JF	WELCH ALLYN ORAL THERMOMETER PR		30.56
	1MDP-NYF7-T9JF	(3) GASKET KITS FOR T418 LID		53.85
	1MDP-NYF7-T9JF	VERTICAL DESKTOP SORTER		57.29
	1MDP-NYF7-T9JF	(2) THERMAL COFFEE CARAFE'S		57.90
	1MDP-NYF7-T9JF	LOGITECH RALLY PLUS VIDEO CONFERE		2,148.00
	1MDP-NYF7-T9JF	WELCH ALLYN ORAL THERMOMETER		326.11
	1MDP-NYF7-T9JF	4 PACK GARBAGE CANS		31.96
	1MDP-NYF7-T9JF	MEDICAL KIT POUCHES		24.95
	1MDP-NYF7-T9JF	2 PACK 6FT FOLDING TABLES		199.00
	1MDP-NYF7-T9JF	SOLAR PANEL KIT FOR PUB ED TRAILER		108.95
	1MDP-NYF7-T9JF	PUB ED TRAILER UPGRADES: EXTENSION		15.50

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	2675	DOMAIN RENEWAL		36.16
	2675	CHIEFS CONFERENCE HOTEL		486.78
	2675	CALLCENTRIC 5/1-5/31		39.80
	2675	PASSWORD MANAGER 5/8-6/8		60.00
	2675	(2) CHIEF'S CONFERENCE MEAL		47.00
	4845	POSI CALIBRATION - HONEYWELL		1,155.00
	4845	POSTAGE FOR POSI CHECK		99.11
	4845	B417 DOOR HANDLE DRIVERS SIDE		235.03
	7480	(2) PULSE OX		73.00
	7480	(6) SANI-WIPES, (2) GLUCOMETER, (2) TES		158.20
	8105	HOTEL FOR OREGON FIRE CHIEFS CONFE		486.78
	8105	EMR RECERT - CANTU		23.00
	8105	COSTCO - COFFEE		104.43
	8105	OFFICE SUPPLIES - COSTCO		49.97
			Total for Check Number 1000799:	7,981.24
1000800	200120 0006425663	GANNETT MEDIA CORP NOTICE OF BUDGET HEARING 5/29	06/11/2024	1,144.21
			Total for Check Number 1000800:	1,144.21
1000801	033975 9134260976	GRAINGER (1) PK URINAL MATS, (2) TOILET PAPER, (2	06/11/2024	329.02
			Total for Check Number 1000801:	329.02
1000802	6091974 CK 1000481	JASON TARPLEY RE-ISSUE LOST VP CK 1000481	06/11/2024	58.75
			Total for Check Number 1000802:	58.75
1000803	046700 34469645	JET INDUSTRIES, INC BACKFLOW REPAIR 5/24	06/11/2024	325.00
			Total for Check Number 1000803:	325.00
1000804	6091883 REIMBURSEMENT REIMBURSEMENT	KEITH SMITH FOOD FOR S-130 FIELD DAY - WINCO FOOD FOR S-130 FIELD DAY - SAFEWAY	06/11/2024	77.93 61.54
			Total for Check Number 1000804:	139.47
1000805	065025 5903869 5915246	MALLORY SAFETY & SUPPLY LLC (2) FLICO T198322ACC TRUCK CHARGER F (2) FLICO 722030511 THERMAL IMAGER FL	06/11/2024	933.50 6,798.00
			Total for Check Number 1000805:	7,731.50
1000806	073835 24-45627	NORTHWEST SAFETY CLEAN NAMEPLATE: NETTER AND TARPLEY	06/11/2024	149.42
			Total for Check Number 1000806:	149.42
1000807	073800 2980399	NW NATURAL STAT. 1 SERVICE DATES 5/6-6/6	06/11/2024	143.28
			Total for Check Number 1000807:	143.28
1000808	6091868 052124	OREGON SEWER & DRAIN PUMP GREASE TRAP IN KITCHEN	06/11/2024	85.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 1000808:	85.00
1000809	080480 206341	PACIFIC REFLEX SIGNS (2) RETIRED FIREFIGHTER LICENSE PLATI	06/11/2024	58.15
			Total for Check Number 1000809:	58.15
1000810	065870 0269100-IN	PETRO CARD 323GAL @ 3.1021EA	06/11/2024	1,004.20
			Total for Check Number 1000810:	1,004.20
1000811	083200 0074320000 3700411000 5974190000 8950420000	PORTLAND GENERAL ELECTRIC STAT. 8 ELECTRIC SERV. 5/7-6/6 STAT. 3 ELECTRIC SERV. 5/7-6/6 STAT. 9 ELECTRIC SERV. 5/7-6/6 STAT. 2 ELECTRIC SERV. 5/7-6/6	06/11/2024	173.11 63.63 42.54 43.90
			Total for Check Number 1000811:	323.18
1000812	180125 CK 1000700	RAY DANDENEAU RE-ISSUE LOST VP CK# 1000700	06/11/2024	23.00
			Total for Check Number 1000812:	23.00
1000813	092090 0456-003633204 0456-003634243	REPUBLIC SERVICES #456 STAT. 1 GARBAGE SERV. 5/1-5/31 STAT. 8 GARBAGE SERV. 5/1-5/31	06/11/2024	182.25 48.83
			Total for Check Number 1000813:	231.08
1000814	094000 2405-41 2408-40 2411-14 8062-39	ROTH'S FRESH MARKETS PALLET OF WATER GROCERIES FOR MWS GROCERIES FOR S-130 FIELD DAY GROCERY FOR ASSOCIATION DINNER	06/11/2024	297.21 13.50 45.29 107.92
			Total for Check Number 1000814:	463.92
1000815	096520 INV32941	SEA WESTERN FIRE EQUIPMENT (1) SZ 5 TURNOUT BOOTS	06/11/2024	202.60
			Total for Check Number 1000815:	202.60
1000816	6091965 INV-000860	WHOLESALE ONLINE GROUP, CORP TURNOUTS FOR NEW RECRUITS	06/11/2024	19,281.12
			Total for Check Number 1000816:	19,281.12
1000817	119000 7136023 7138043 7143553 7144663	WILCO POTTING SUPPLIES FOR FRONT OFFICE BEE TRAPS FOR MOTHER'S DAY BREAKFA (1) NUT, (1) FENDER WASHER, (1) RND HE/ HITCH/LOCK PIN FOR RECRUITING TRAIL	06/11/2024	38.73 23.96 6.57 6.98
			Total for Check Number 1000817:	76.24
1000818	230918 16543	WIRE WORKS LLC INSTALL FOR NEW SUCTION UNITS	06/11/2024	119.97
			Total for Check Number 1000818:	119.97

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
1000819	034015	ZIPLY FIBER	06/11/2024	
	5/25-6/24 RL	503-001-0586-110204-5:		27.30
	5/25-6/24 ST1	503-873-2805-070997-5		208.75
	5/25-6/24 ST3	503-873-3190-062193-5		72.72
	5/25-6/24 ST8	503-873-6215-090168-5		97.38
	5/25-6/24 ST9	503-873-5645-012395-5		72.72
	5/25-6/24 STA2	503-873-5097-071291-5:		80.14
Total for Check Number 1000819:				559.01
Total for 6/11/2024:				53,224.01
1000820	068535	911 SUPPLY INC	06/25/2024	
	INV-1-43929	CHIEFS JACKET-K.VEIT		171.06
	INV-1-43930	CHIEFS JACKET-B.MILES		171.06
	INV-1-43931	COG JACKET-I.PETERSON		172.07
	INV-1-44191	K.SPENCER JACKET		152.86
	INV-1-44192	C. CANTU JACKET		182.11
Total for Check Number 1000820:				849.16
1000821	005320 108003	BIO-MED TESTING SERVICE INC. (2) PRE-EMPLOYMENT TEST	06/25/2024	90.00
Total for Check Number 1000821:				90.00
1000822	007150 85379049	BOUND TREE MEDICAL, LLC (3) NPA KITS, (1) EXTEN SET, (3) 250ML NS	06/25/2024	174.76
Total for Check Number 1000822:				174.76
1000823	6091992 2024-00000488	CITY OF WOODBURN 4TH QTR BILL 23-24	06/25/2024	1,875.00
Total for Check Number 1000823:				1,875.00
1000824	6091975 189	COREY SELFRIDGE OVFA CONFERENCE REIMB	06/25/2024	375.00
Total for Check Number 1000824:				375.00
1000825	6091905 44309	CORPORATE SECURITY SERVICES INC BACKGROUND (C. BROCK)	06/25/2024	70.00
Total for Check Number 1000825:				70.00
1000826	032005 296480	G & G AUTO CARE SUPPLY, INC. WASH RACK SUPPLIES/WINDOW WASHER	06/25/2024	168.18
Total for Check Number 1000826:				168.18
1000827	6091990 523079	GK MACHINE INC WILDLAND HOOKS ON B407	06/25/2024	85.00
Total for Check Number 1000827:				85.00
1000828	035035 31949	HM DOORS (1) CABLE REPLACED, (4) DOORS LUBRIC.	06/25/2024	740.00
Total for Check Number 1000828:				740.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
1000829	6091991	PARKER HOPKINS HOPKINS SPRING TERM REIMB	06/25/2024	1,656.00
Total for Check Number 1000829:				1,656.00
1000830	035075	HRA VEBA TRUST	06/25/2024	
	1	YA462 HRA/VEBA: JUN	PR Batch 00001.06.2024 YA4	1,600.00
	2	YA462 HRA/VEBA: JUN	PR Batch 00001.06.2024 YA4	200.00
Total for Check Number 1000830:				1,800.00
1000831	6091973	JARED BREITBACH EMT FINGERPRINTING OREGON EMT LICENSE TUITION REIMB: SPRING TERM 2024 EMT INITIAL APP FEE	06/25/2024	58.75 110.00 1,656.00 104.00
Total for Check Number 1000831:				1,928.75
1000832	6091887 00046125	JOSEPH HOMUTOFF & JENNIFER HOM EMR RENEW REIMB	06/25/2024	63.00
Total for Check Number 1000832:				63.00
1000833	6091967 1837576	MEDICAL AIR SERVICES ASSOCIATIO COVERAGE FOR JUNE 2024	06/25/2024	840.00
Total for Check Number 1000833:				840.00
1000834	6091946 246369	MURAYNE INC (20) BALL CAPS	06/25/2024	346.60
Total for Check Number 1000834:				346.60
1000835	6091861 37592	OREGON COMMERCIAL TIRE TIRES ON U432	06/25/2024	1,220.00
Total for Check Number 1000835:				1,220.00
1000836	6091896 5030246457	PACIFIC OFFICE AUTOMATION INC COPIER SERVICE 07/01-07/31	06/25/2024	179.01
Total for Check Number 1000836:				179.01
1000837	083200 2603340000	PORTLAND GENERAL ELECTRIC STAT. 1 ELECTRIC SERV. 5/7-6/7	06/25/2024	1,209.47
Total for Check Number 1000837:				1,209.47
1000838	6091891 778968	RICKMAR ENTERPRISES INC PEST CONTROL SERVICE 6/24	06/25/2024	145.00
Total for Check Number 1000838:				145.00
1000839	190401 1	SDAO (65) EAP SUBSCRIPT. RENEWAL @ \$17.70E.	06/25/2024	1,150.50
Total for Check Number 1000839:				1,150.50
1000840	098720 03-0052823 03-0052823 03-0052823	SDIS MEDICAL: EMPLOYEE CONTRIB.: JUL LTD: EMPLOYER CONTRIB.: JUL MEDICAL: EMPLOYER CONTRIB.: JUL	06/25/2024 PR Batch 00001.06.2024 MEI PR Batch 00001.06.2024 LTC PR Batch 00001.06.2024 MEI	1,434.72 239.12 756.23

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	03-0052823	MEDICAL: EMPLOYEE CONTRIB.: JUL	PR Batch 00001.06.2024 MEI	84.02
	03-0052823	LTD: EMPLOYER CONTRIB.: JUL	PR Batch 00001.06.2024 LTD	29.89
	03-0052823	MEDICAL: EMPLOYER CONTRIB.: JUL	PR Batch 00001.06.2024 MEI	12,912.53
			Total for Check Number 1000840:	15,456.51
1000841	096520 INV33403	SEA WESTERN FIRE EQUIPMENT (4) TURNOUT COAT, (2) TURNOUT PANT A	06/25/2024	800.00
			Total for Check Number 1000841:	800.00
1000842	027039 930943-0001	SUN LIFE FINANCIAL COVERAGE FOR 7/1-7/31 2024	06/25/2024	437.80
			Total for Check Number 1000842:	437.80
1000843	091893 0005203572 0005203572 0005203572	USABLE LIFE AD&D/LIFE INS. EMPLOYER CONTIB: JUL AD&D/LIFE INS. EMPLOYER CONTIB: JUL LIFEMAP: EMPLOYEE CONTRIB.: JUL	06/25/2024 PR Batch 00001.06.2024 AD& PR Batch 00001.06.2024 AD& PR Batch 00001.06.2024 LIF	2.70 69.00 39.15
			Total for Check Number 1000843:	110.85
1000844	112435 9965610723	VERIZON WIRELESS I. PETERSON CELL SERV.: 5/2-6/1 D. BROWN CELL SERV.: 5/2-6/1 R. SAVAGE CELL SERV.: 5/2-6/1 K. VEIT CELL SERV.: 5/2-6/1 C. CANTU CELL SERV.: 5/2-6/1 M. HUGHES CELL SERV.: 5/2-6/1 411 IPAD SERV.: 5/2-6/1 485 IPAD SERV.: 5/2-6/1 415 IPAD SERV.: 5/2-6/1 423 IPAD SERV.: 5/2-6/1 K. MILLER CELL SERV.: 5/2-6/1 B. MILES CELL SERV.: 5/2-6/1 482 IPAD SERV.: 5/2-6/1 401 IPAD SERV.: 5/2-6/1 407 IPAD SERV.: 5/2-6/1 405 IPAD SERV.: 5/2-6/1	06/25/2024	42.60 42.60 42.60 42.60 42.60 42.60 40.81 40.81 40.81 40.81 40.81 42.60 42.60 40.81 40.81 40.81 40.81 40.81 40.81 40.81
			Total for Check Number 1000844:	667.28
1000845	6091829 6/12-7/11	WAVE 056639301-0008873 CONV. BOX	06/25/2024	102.75
			Total for Check Number 1000845:	102.75
1000846	119609 2405-584027	WITHERS LUMBER TRAILER DECK	06/25/2024	169.56
			Total for Check Number 1000846:	169.56
			Total for 6/25/2024:	32,710.18
			Report Total (57 checks):	85,934.19

General Ledger

Expense vs Budget with Encumbrances

User: Candace

Printed: 7/5/2024 11:08:38 AM

Period 01 - 12

Fiscal Year 2024

Account Num	Description	Budget	End Bal	Encumbered	Available	% Available
25-1-51001	PERSONNEL	\$ 740,524.00	\$ 619,027.70	\$ -	\$ 121,496.30	16.41%
25-1-51002	EXTRA PERSONNEL	\$ -	\$ -	\$ -	\$ -	0.00%
25-1-51003	WORKERS COMP COVERAGE	\$ 28,000.00	\$ 20,421.81	\$ -	\$ 7,578.19	27.06%
25-1-51004	SOCIAL SECURITY	\$ 72,000.00	\$ 59,190.79	\$ -	\$ 12,809.21	17.79%
25-1-51005	GROUP HEALTH INSURANCE	\$ 206,628.00	\$ 159,854.16	\$ -	\$ 46,773.84	22.64%
25-1-51006	GROUP LIFE INSURANCE	\$ 22,000.00	\$ 15,561.15	\$ -	\$ 6,438.85	29.27%
25-1-51007	PERS	\$ 267,466.00	\$ 222,312.20	\$ -	\$ 45,153.80	16.88%
25-1-51008	UNEMPLOYMENT INSURANCE	\$ 1,200.00	\$ 108.36	\$ -	\$ 1,091.64	90.97%
25-1-51009	OVERTIME	\$ 75,000.00	\$ 63,586.27	\$ -	\$ 11,413.73	15.22%
25-1-51010	VOLUNTEERS	\$ 85,000.00	\$ 78,541.07	\$ -	\$ 6,458.93	7.60%
25-1-51012	MEDICAL SAVINGS PLAN	\$ 35,200.00	\$ 16,800.00	\$ -	\$ 18,400.00	52.27%
25-1-51013	DIRECTORS EXPENSES	\$ 500.00	\$ 49.06	\$ -	\$ 450.94	90.19%
PAYROLL RELATED EXP		\$ 1,533,518.00	\$ 1,255,452.57	\$ -	\$ 278,065.43	18.13%
25-1-61001	OFFICE SUPPLIES	\$ 3,500.00	\$ 4,038.60	\$ -	\$ (538.60)	-15.39%
25-1-61002	DUES AND SUBSCRIPTIONS	\$ 8,500.00	\$ 10,182.78	\$ -	\$ (1,682.78)	-19.80%
25-1-61003	CONTRACT SERVICES	\$ 28,000.00	\$ 29,440.14	\$ -	\$ (1,440.14)	-5.14%
25-1-61004	TELEPHONE	\$ 20,000.00	\$ 14,866.10	\$ -	\$ 5,133.90	25.67%
25-1-61005	POSTAGE AND FREIGHT	\$ 2,500.00	\$ 1,731.00	\$ -	\$ 769.00	30.76%
25-1-61006	UTILITIES	\$ 42,000.00	\$ 42,820.17	\$ -	\$ (820.17)	-1.95%
25-1-61007	ELECTION EXPENSES	\$ 4,500.00	\$ 7,174.39	\$ -	\$ (2,674.39)	-59.43%
25-1-61008	BUILDING MAINT./JANITORIAL	\$ 25,000.00	\$ 20,805.38	\$ -	\$ 4,194.62	16.78%
25-1-61009	LGIP FEES	\$ 50.00	\$ 0.30	\$ -	\$ 49.70	99.40%
25-1-61011	ANNUAL AUDIT	\$ 9,500.00	\$ 9,250.00	\$ -	\$ 250.00	2.63%
25-1-61012	EMPLOYEE RECOGNITION	\$ 3,500.00	\$ 2,777.04	\$ -	\$ 722.96	20.66%
25-1-61013	RECRUITING EXPENSE	\$ 2,500.00	\$ 2,183.43	\$ -	\$ 316.57	12.66%
25-1-61014	TRAINING SUPPLIES	\$ 2,000.00	\$ 2,014.00	\$ -	\$ (14.00)	-0.70%
25-1-61015	TRAINING EXPENSE	\$ 75,000.00	\$ 50,821.64	\$ -	\$ 24,178.36	32.24%
25-1-61016	CONFERENCE EXPENSE	\$ 5,000.00	\$ 2,820.00	\$ -	\$ 2,180.00	43.60%
25-1-61017	SHOP EXPENSE	\$ 3,500.00	\$ 1,221.64	\$ -	\$ 2,278.36	65.10%
25-1-61018	EMS SUPPLIES	\$ 7,000.00	\$ 6,570.19	\$ -	\$ 429.81	6.14%
25-1-61019	INSURANCE	\$ 68,000.00	\$ 69,934.00	\$ -	\$ (1,934.00)	-2.84%
25-1-61020	CIVIL SERVICE	\$ 5,500.00	\$ 3,130.16	\$ -	\$ 2,369.84	43.09%
25-1-61021	TRAVEL EXPENSE	\$ 2,500.00	\$ 5,967.15	\$ -	\$ (3,467.15)	-138.69%
25-1-61022	EQUIPMENT MAINTENANCE	\$ 7,500.00	\$ 8,510.49	\$ -	\$ (1,010.49)	-13.47%
25-1-61023	UNIFORM ALLOWANCE	\$ 10,000.00	\$ 8,972.39	\$ -	\$ 1,027.61	10.28%
25-1-61024	FUELS AND LUBRICANTS	\$ 40,000.00	\$ 34,485.98	\$ -	\$ 5,514.02	13.79%
25-1-61025	RURAL ADDRESSING	\$ 650.00	\$ 358.20	\$ -	\$ 291.80	44.89%
25-1-61026	RADIO MAINTENANCE	\$ 6,500.00	\$ 6,169.58	\$ -	\$ 330.42	5.08%
25-1-61027	COMPUTER MAINTENANCE	\$ 15,000.00	\$ 5,550.20	\$ 1,901.38	\$ 7,548.42	50.32%
25-1-61031	LEGAL SERVICES	\$ 10,000.00	\$ 1,053.00	\$ -	\$ 8,947.00	89.47%
25-1-61032	FIREFIGHTING CHEMICALS	\$ 1,500.00	\$ -	\$ -	\$ 1,500.00	100.00%
25-1-61033	APPLIANCES	\$ 2,500.00	\$ 2,571.98	\$ -	\$ (71.98)	-2.88%
25-1-61037	ADMINISTRATION SERVICES	\$ 35,000.00	\$ 25,703.95	\$ -	\$ 9,296.05	26.56%

Account Numb	Description	Budget	End Bal	Encumbered	Available	% Available
25-1-61042	SAFTEY/PROTECTIVE CLOTHING	\$ 6,500.00	\$ 7,328.53	\$ -	\$ (828.53)	-12.75%
25-1-61044	SMALL TOOLS AND EQUIPMENT	\$ 7,500.00	\$ 3,889.17	\$ -	\$ 3,610.83	48.14%
25-1-61045	HAZMAT SUPPLIES	\$ 500.00	\$ 1,667.15	\$ -	\$ (1,167.15)	-233.43%
25-1-61050	DISPATCH SERVICES	\$ 94,143.00	\$ 94,142.47	\$ -	\$ 0.53	0.00%
25-1-61055	MEDICAL MEMBERSHIPS	\$ -	\$ -	\$ -	\$ -	0.00%
25-1-61056	HEALTH AND WELFARE	\$ 14,000.00	\$ 13,775.50	\$ -	\$ 224.50	1.60%
25-1-61057	VEHICLE MAINTENANCE	\$ 40,000.00	\$ 36,633.11	\$ -	\$ 3,366.89	8.42%
25-1-61060	MAJOR FIRE LOSS EXPENSE	\$ 500.00	\$ 745.48	\$ -	\$ (245.48)	-49.10%
25-1-61063	GRANT EXPENDITURES	\$ 155,000.00	\$ 3,601.29	\$ -	\$ 151,398.71	97.68%
25-1-61064	EQUIPMENT TESTING	\$ 15,000.00	\$ 16,389.25	\$ -	\$ (1,389.25)	-9.26%
25-1-61065	SCBA MAINTENANCE	\$ 3,500.00	\$ 5,388.50	\$ -	\$ (1,888.50)	-53.96%
25-1-61066	INVESTIGATIONS	\$ 500.00	\$ -	\$ -	\$ 500.00	100.00%
25-1-61070	CONFLAGRATION EXPENSES	\$ 1,500.00	\$ 143.39	\$ -	\$ 1,356.61	90.44%
25-1-61092	FIRE PREVENTION SUPPLIES	\$ 1,500.00	\$ 1,342.40	\$ -	\$ 157.60	10.51%
25-1-61093	FIRE PREVENTION	\$ 1,500.00	\$ 443.40	\$ -	\$ 1,056.60	70.44%
25-1-61094	HEALTH/MEDICAL	\$ 15,000.00	\$ 5,940.00	\$ -	\$ 9,060.00	60.40%
25-1-61095	PROTECTIVE EQUIP MAINT	\$ 4,000.00	\$ 987.53	\$ -	\$ 3,012.47	75.31%
	MATL SUPP & EXP	\$ 807,343.00	\$ 573,541.05	\$ 1,901.38	\$ 231,900.57	28.72%
25-1-71001	PROPERTY IMPROVEMENTS MAJOR	\$ 20,000.00	\$ 13,720.62	\$ -	\$ 6,279.38	31.40%
25-1-71002	PROTECTIVE EQUIPMENT	\$ 50,000.00	\$ 48,171.55	\$ 1,200.00	\$ 628.45	1.26%
25-1-71003	MAJOR EQUIPMENT	\$ 10,000.00	\$ 5,003.45	\$ 2,194.10	\$ 2,802.45	28.02%
25-1-71004	COMMUNICATION EQUIPMENT	\$ 8,500.00	\$ 3,135.14	\$ -	\$ 5,364.86	63.12%
25-1-71010	EQUIPMENT REPLACEMENT	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00	100.00%
25-1-71015	HOSE REPLACEMENT	\$ 6,500.00	\$ -	\$ -	\$ 6,500.00	100.00%
25-1-71138	COMPUTER EXPENSE	\$ 15,000.00	\$ 5,618.02	\$ -	\$ 9,381.98	62.55%
25-1-71139	TRAINING EQUIPMENT	\$ 12,000.00	\$ 5,977.60	\$ -	\$ 6,022.40	50.19%
	CAPITAL OUTLAY	\$ 127,000.00	\$ 81,626.38	\$ 3,394.10	\$ 41,979.52	33.05%
25-1-90001	CONTINGENCIES	\$ 100,000.00	\$ -	\$ -	\$ 100,000.00	100.00%
	CONTINGENCY	\$ 100,000.00	\$ -	\$ -	\$ 100,000.00	100.00%
25-5-92006	ENDING FUND BALANCE	\$ 725,000.00	\$ -	\$ -	\$ 725,000.00	100.00%
	UNAPPROPRIATED	\$ 725,000.00	\$ -	\$ -	\$ 725,000.00	100.00%
25-1-91025	TRANSFER OUT (FUND 24)	\$ 14,000.00	\$ 14,000.00	\$ -	\$ -	0.00%
25-1-91026	TRANSFER OUT (FUND 29)	\$ 100,000.00	\$ 100,000.00	\$ -	\$ -	0.00%
25-1-91027	TRANSFER OUT (FUND 31)	\$ 45,000.00	\$ 45,000.00	\$ -	\$ -	0.00%
	TRANSFER OUT	\$ 159,000.00	\$ 159,000.00	\$ -	\$ -	0.00%
25-1-93001	LEASE PRINCIPAL	\$ -	\$ -	\$ -	\$ -	0.00%
25-1-93002	LEASE INTEREST	\$ -	\$ -	\$ -	\$ -	0.00%
	DEBT SERVICE	\$ -	\$ -	\$ -	\$ -	0.00%
Expense Total		\$ 3,451,861.00	\$ 2,069,620.00	\$ 5,295.48	\$ 1,376,945.52	39.89%

BANK ACCOUNT BALANCE COMPARISON

<u>April 30, 2023</u>		<u>April 30, 2024</u>	
Columbia Bank Checking	\$ 170,484.55	Columbia Bank Checking	\$ 298,611.93
Columbia Bank MM	\$ 280,895.81	Columbia Bank MM	\$ 261,925.24
Local Gov't Pool	\$ 2,399,589.67	Local Gov't Pool	\$ 2,690,067.91
Sub Total	\$ 2,850,970.03	Sub Total	\$ 3,250,605.08
<i>OPERATING BUDGET AHEAD \$399,635.05</i>			

<u>May 31, 2023</u>		<u>May 31, 2024</u>	
Columbia Bank Checking	\$ 237,965.02	Columbia Bank Checking	\$ 161,102.29
Columbia Bank MM	\$ 282,522.57	Columbia Bank MM	\$ 262,595.31
Local Gov't Pool	\$ 2,211,815.39	Local Gov't Pool	\$ 2,715,214.65
Sub Total	\$ 2,732,302.98	Sub Total	\$ 3,138,912.25
<i>OPERATING BUDGET AHEAD \$406,609.27</i>			

<u>June 30, 2023</u>		<u>June 30, 2024</u>	
Columbia Bank Checking	\$ 227,233.58	Columbia Bank Checking	\$ 115,114.45
Columbia Bank MM	\$ 284,812.50	Columbia Bank MM	\$ 265,332.96
Local Gov't Pool	\$ 2,050,424.82	Local Gov't Pool	\$ 2,563,898.27
Sub Total	\$ 2,562,470.90	Sub Total	\$ 2,944,345.68
<i>OPERATING BUDGET AHEAD \$381,874.78</i>			

Silverton Fire District Board of Directors Meeting Fire Chief Report

Submitted by: Bill Miles, Fire Chief

July 5, 2024

Current Projects:

- Fire Alarm & sprinkler testing at new city hall
- Consult with Silverton Building Official about fire code requirements on several upcoming building projects.
- Prepare hydrant flow test results for two commercial building project plans
- Meet with DSFM Launius 6/5/2024 for some fire inspections and discussion on fire code issues for city pre-app meetings.
- Further code research and response to developer on fire access issue-Westside Gateway Development
- Fire Code research for City of Silverton for residential partition.
- Issued operational permit and inspected a fire art dance at Senior Center Luau 6-21-24 in City Park
- Fireworks sales inspections last week of June-2 sales tents & 1 inside store sales
- Consultation with Oregon Garden Staff for summer events fire safety & July 3 Fireworks
- Site inspection for July 3rd Fireworks & food booths
- Inspection Canterbury Faire Event will be last 2 weekends of July (July 19) Food booth and Event Inspections.
- On going work with ESO tech support training to configure Assets/Inventory, hydrants, Properties, and Inspections, modules.
- Review Fiscal Year end expenditures.
- Work on fixed asset work papers for fiscal year 2024 audit

Meetings/Activities:

- North Chief's Meeting 1st Tuesday of the Month.
- Host METCOM User Group July 2 for Marion County Public Safety Radio Project
- Rotary Meeting (2nd and 4th Mondays at noon) June 10 & 24
- Larsen-Flynn, Workers Comp renewal with SAIF-June 21

Staffing/Volunteer Changes-Updates:

- Currently have 74 Volunteers and 9 career staff on the roster.
- Currently have 4 RV's (Resident Volunteers).
- 2 new volunteers joined recently.
- 2 Volunteers resigned due to scheduling conflicts and time constraints

Trainings-Held/Attended:

- Attend Weekly EMS & Fire training.
- Attend Mt. Angel FD Mass Casualty drill on the evening of June 19th

Other Activities/Topics of Interest:

- Attend Annual Fallen Fighter Memorial at DPSST 6/20/2024.
- Attend a Push-In Ceremony on June 18 at Marion County Fire District #1 for their new aerial platform and OSFM Type 3 wildland heavy brush truck.
- Used 20 hrs vacation.

June Snapshot:

June 2024 Calls- 104 12.5% decrease over last year

June 2023 Calls- 117

Calls YTD 2024 556 (Jan-June) 5% decrease from the same period last year

Calls YTD 2023 585 (Jan-June)

Join us for Silverton Fire District's

Annual Picnic

7.31.2024

Wednesday @ 6PM

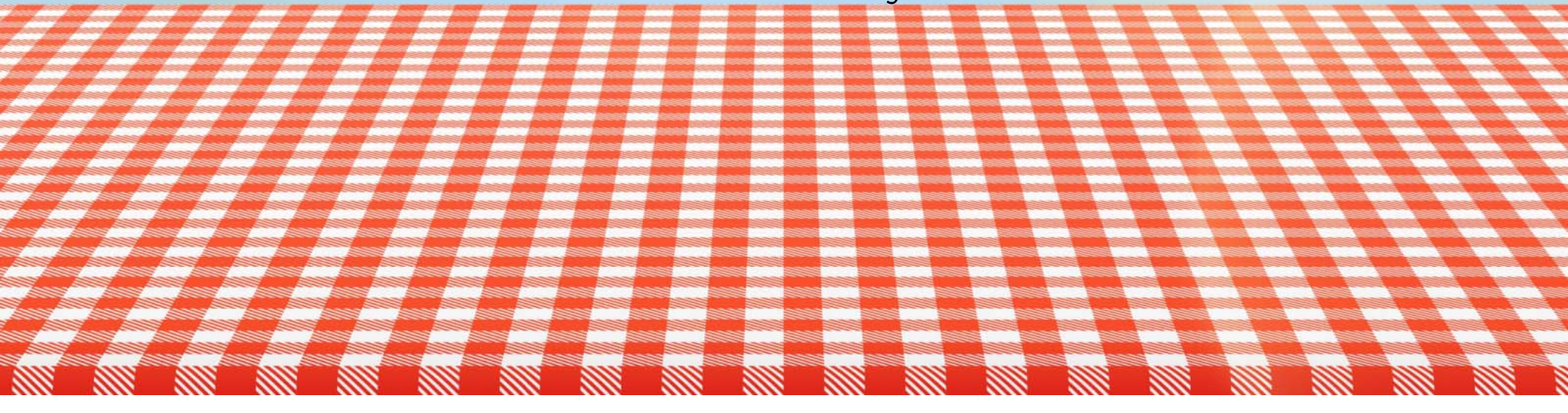
Food and Fun!

Bring a dessert to share!

Silverton Fire Main Station

819 Railway Ave

Current & Past Members, Honorary, Retired, & Families





SILVERTON FIRE DISTRICT
***** MEMORANDUM *****

July 5, 2024

TO: Board of Directors

FROM: Chief Bill Miles

SUBJECT: **Information and Quotes on Budgeted Storage Canopy**

The Fiscal Year 2024-2025 Budget contained a request in Capital Fund 30, account 30-3-71001 Property Improvements to purchase an RV type carport to create covered storage behind the station 1 warehouse. This covered area is intended to provide shelter for several of our response vehicles and trailers that currently are stored outside.

The proposed carport is 24 x 72 feet, 14 foot eave height, open on both ends with the south end enclosed for weather protection.

Staff has completed the work of obtaining price quotes from three vendors as follows:

- Carport Central, \$21,247.69
- Itel's Carports & Metal Buildings, LLC \$36,627.50
- West Coast Metal Buildings, Inc. \$39,995.00

The above prices include anchors, delivery, and installation.

We will have some additional costs for a City of Silverton building permit.

We are requesting Board approval to proceed with this budgeted purchase and move forward with the Carport Central quote.



SILVERTON FIRE DISTRICT

***** MEMORANDUM *****

July 5, 2024

TO: Board of Directors

FROM: Chief Miles

SUBJECT: Disposal of Non-Functional Generator Equipment

During a preventative maintenance operation on the standby generator system at Scotts Mills Station 8 on, February 9, 2024, the generator portion of the genset equipment had a major failure of the stator and armature components, making the unit non-operational and beyond reasonable repair.

This standby generator equipment is a Generac 20KW propane powered unit that the Fire District purchased new and was installed on or about April 1, 2013 for \$11,000. Model Number 0059241 Serial Number 7791893

The Fire District no longer has a need for this non-functional equipment and I am advising the Board/Local Contract Review Board that this property has a residual value of less \$5,000 and will be disposed of in accordance with Board Policy 304 Section X.

Staff has determined that this non-operational equipment has some salvage value and could be sold on Gov Deals online auction service so staff will proceed to sell it on Gov Deals online auction service.

On May, 24, 2024, a new Generac 24 KW was installed by Kuenzi Electric for \$8567.63 to replace the above equipment.

Board Policy 304 Section X DISPOSAL OF SURPLUS PROPERTY

The Fire Chief or his/her designee will have the authority to dispose of surplus property owned by the Fire District by any means determined to be in the best interests of the Agency, including but not limited to, transfer to other departments, government agencies, nonprofit organizations, sale, trade, auction, or destruction, provided however, that disposal of personal property having residual value of more than \$5,000 will be subject to authorization by the Local Contract Review Board.