

SILVERTON FIRE DISTRICT AGENDA

AGENDA CLOSSES AT 4:00 P.M., MONDAY, PRECEDING SCHEDULED MEETING.

REGULAR BOARD MEETING,
September 13, 2022 at 7:00 P.M.

Silverton Station # 1, 819 Railway Ave NE, Silverton, OR., 97381

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. APPROVAL OF MINUTES OF:

a) Regular Board Meeting of August 9, 2022

V. OPEN FORUM

a) Association Announcements
b) Staff Announcements

VI. OLD BUSINESS:

a)

VII. FINANCE OFFICER'S REPORT:

a) Check Summary
b) Departmental Expense Report
c) Bank Account Balance Comparison

VIII. CHIEF'S REPORT:

a) Findings Statement to the Board
b) Conflagration Update
c) Website
d) Newsletter
e) Standard of Cover Study (TBD)
f) Operational Guidelines (10/11/22)
g) Training Report (10/11/22)
h) Call Response Data (10/11/22)

**SILVERTON FIRE DISTRICT
AGENDA**

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**REGULAR BOARD MEETING,
September 13, 2022 at 7:00 P.M.**

Silverton Station # 1, 819 Railway Ave NE, Silverton, OR., 97381

- i) Recruiting/Retention Report (10/11/22)
- j) Fire Prevention Report (10/11/22)

IX. NEW BUSINESS:

- a) Resolution 22-357 Adopting Strategic Plan

X. ITEMS PENDING:

- a)

XI. GOOD OF THE ORDER:

XII. ADJOURNMENT:

SILVERTON FIRE DISTRICT

MINUTES

DRAFTED FOR APPROVAL, SUBJECT TO CHANGE AND OR CORRECTION

REGULAR BOARD MEETING 7:00 P.M. August 9, 2022
Silverton Fire District Station #1 (Silverton)

I. ROLL CALL:

Les Von Flue, President
Stacy Palmer, Vice President
Robert Mengucci, Secretary-Treasurer (*via Zoom*)

Dixon Bledsoe, Director
Ryan Bielenberg, Director

ABSENT:

All Directors present.

IN ATTENDANCE:

Chief Miles, Assistant Chief Grambusch (*via Zoom*), Office Administrator Cantu, Lt. Veit, FF Miller, FF Peterson, FF Hughes, BC Terhaar, Lt. Heuchert (*via Zoom*), Brandon Hamilton

II. CALL MEETING TO ORDER:

President Von Flue called the meeting to order at 7:02pm. After experiencing technical difficulties, President Von Flue resumed the meeting at 7:05p.m. and led the group in the pledge of allegiance.

III. PLEDGE OF ALLEGIANCE

IV. APPROVAL OF MINUTES OF:

a) Regular Board Meeting Minutes

Director Bledsoe made a motion to approve the minutes of the July 12, 2022 board meeting with correction on page three, item k. Director Bielenberg seconded the motion. The motion carried unanimously.

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

V. OPEN FORUM:

a) Association Announcements

No announcements provided during association announcements.

b) Staff Announcements

Chief Miles stated that the District had a last minute training opportunity on a house by the Silverton Hospital. Chief Miles expressed his appreciation with Chief Grambusch and Lieutenant Smith for their coordination efforts to make that happen.

VI. OLD BUSINESS:

a) SDAO Board Best Practices

Chief Miles reviewed training opportunities with the Board in order to receive an additional 4% discount on the District's general liability and auto policy renewal. Chief Miles recommended a board work session and would require attendance by all Directors in order to receive a 2% discount. The Board agreed to have a work session on September 12, 2022 at 10:30am. Chief Miles stated that in order to receive an additional 2% discount, two Directors would need to sign up for the Board Leadership Academy. Director Bledsoe and Vice President Palmer expressed interest in signing up for the Academy.

VII. FINANCE OFFICER'S REPORT:

- a) Check Summary**
- b) Departmental Expense Report**
- c) Bank Account Balance Comparison**

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 Bielenberg: Aye, Director Bledsoe: Aye)

VIII. CHIEF'S REPORT

a) Strategic Plan Update

Chief Miles stated that the Strategic Plan had been printed and distributed to each Board Member, a PDF version was sent to Director Bielenberg and Secretary Treasurer Mengucci. Chief Miles reviewed a proposed progress chart with the Board and stated updates would be provided regularly to the board. The Board had a brief discussion regarding goal due dates and progress updates to the public. The Board suggested posting the Strategic Plan.

b) Audit

Office Administrator Cantu reported that Accuity, LLC had completed field work on Monday, August 1st. Once the auditor provided a final report, Office Administrator Cantu stated she would schedule an in-person presentation with Accuity, LLC.

c) Conflagration

Chief Miles reported that the District sent a water tender as part of the Marion County task force with AC Grambusch and Lt. Homutoff to the California conflagration. AC Grambusch provided a brief response to the Board.

d) Schedule Board Work Session

The board work session was scheduled for September 12, 2022 at 10:30am at Station 1.

e) Annual Picnic

Chief Miles reminded the Board about the upcoming Annual Picnic on August 10th beginning at 6pm at Station 1.

f) Picture Retakes

Chief Miles reported that Portrait Masters would be taking pictures on August 17, 2022 beginning at 6:30pm at Station 1 for any volunteer, staff, or Director who wanted their photo taken or retaken.

IX. NEW BUSINESS:

- a) Resolution 22-356 Change Oregon PERS Contributions from Member Paid Pre-Tax to**

Employer Paid Pre-Tax

Vice President Palmer moved to approve Silverton Fire District Resolution 22-356 to change Oregon PERS contributions from member paid pre-tax to employer paid pre-tax.

Director Bledsoe seconded the motion. Resolution 22-356 passed unanimously.

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

X. ITEMS PENDING:

No discussion of pending items at this meeting.

XI. GOOD OF THE ORDER:

Lt. Veit expressed his appreciation for the Volunteers from the North and South Battalions for their assistance during the Homer Davenport Parade and Homer Davenport Festival in the 1st Aid and recruitment booths.

Chief Miles expressed his gratitude with Lt. Veit for the preparation and coordination with the EMS booth and public education booth during Homer Davenport days; with FF Beachy for coordinating the volunteer response and apparatus during the parade; with FF Hughes for safety and compliance inspections on booths involved in the festival.

Vice President Palmer requested clarification on how the Deputy Chief position would be funded since it was not presented as a position in the budget document. Chief Miles responded that any difference or additional requirements were available in the Personnel Fund, however, would delay the hiring of the two additional FF/EMT positions until later in the budget year.

Director Bielenberg expressed his appreciation with Silverton Fire District's response to a propane fire that the Salem Fire HazMat Team assisted on. Specifically, Director Bielenberg responded as part of the HazMat team and commended crews on their professionalism and rehab availability to all.

XII. ADJOURNMENT:

With no further business to come before the Board, the meeting was adjourned at 7:40 p.m.

Approved this _____ day of _____, 2022.

President

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Accounts Payable

Checks by Date - Detail by Check Date

User: candace
 Printed: 9/6/2022 10:06 AM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
36400	068535	911 SUPPLY INC	08/10/2022	
	INV-1-23134	2 NEW EMR PATCHES		14.92
	INV-1-23135	UNIFORM SHIRTS (4)		255.96
Total for Check Number 36400:				270.88
36401	6091910	AMAZON CAPITAL SERVICES	08/10/2022	
	1XY7-M6CD-NXR4	PRINTG CALC FOR KT/OFFICE		44.52
	1XY7-M6CD-NXR4	KEYBOARD FOR TRNG RM		39.99
	1XY7-M6CD-NXR4	VINYL BANNER FOR HOMER DAYS/FIRST		25.98
	1XY7-M6CD-NXR4	CLIPBOARD CLIPS		32.73
	1XY7-M6CD-NXR4	2 SPLASH PADS W/SPRINKLERS FOR PICNIC		299.98
	1XY7-M6CD-NXR4	CORNHOLE SET FOR PICNICS		79.56
	1XY7-M6CD-NXR4	2 SETS STENO BOOKS @ 18.99/EA		37.98
	1XY7-M6CD-NXR4	2 PKS LABEL MAKER TAPE		23.36
	1XY7-M6CD-NXR4	HOOKS FOR OFFICE/KT AREA		14.99
Total for Check Number 36401:				599.09
36402	007075	BOCHSLER HARDWARE	08/10/2022	
	154627	FREEZER FOR WAREHOUSE - ST. 1		949.00
Total for Check Number 36402:				949.00
36403	6091912	BRASS ROOTS TRAINING SOLUTIONS	08/10/2022	
	SFD 22-07	TRAINING: MONTH OF JULY		2,625.00
Total for Check Number 36403:				2,625.00
36404	010185	CARDMEMBER SERVICE	08/10/2022	
	1139	BEDS/BEDDING FOR SLEEPERS ST 1		443.04
	1139	BEDS/BEDDING FOR SLEEPERS ST 1		451.80
	2503	ZOOM SUBSCRIPTION		14.99
	2503	ACTIVE 911 SUBSCRIPTION		15.00
	2503	DPSST FINGERPRINTING		231.25
	2503	DPSST FINGERPRINTING		92.50
	2675	OR FIRE CHIEFS MEMBER RENEWAL / GR/		120.00
	2675	OR FIRE CHIEFS MEMBER RENEWAL /MIL		120.00
	2675	OR FIRE CHIEFS MEMBER RENEWAL /PILM		120.00
	2675	BITWARDEN 45303F3B-0009		60.00
	2675	OR FIRE CHIEFS MEMBER RENEWAL /TER		120.00
	4845	PARTS FOR FREEZER		65.25
	4845	REPLACEMENT AIR COMP'S/ST. 2 & 3		1,103.89
	4845	ST. 1 VAULT PARTS		55.23
	7480	EMS SUPPLIES / AMAZON		29.60
	8105	POSTAGE CERT MAIL TO DEPT OF TREASU		6.80
	8105	ZOOM SUBSCRIPTION/CANTU		14.99
	8105	TEMPLATE FOR PICNIC FLYER		4.99
	8105	SYMPATHY FLOWERS TO MT. ANGEL FIRE		110.94
	9000	HAIX BOOTS / SICHLEY		484.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	9000	2 UNIFORM PANT / VEIT		98.00
Total for Check Number 36404:				3,762.27
36405	010172	CARSON OIL COMPANY	08/10/2022	
	CP-00400135	FUEL FOR C402		79.12
	CP-00400135	FUEL FOR T-419		284.03
	CP-00400135	FUEL FOR D-411		50.09
	CP-00400135	FUEL FOR 0400		34.31
	CP-00400135	FUEL FOR C482		170.03
	CP-00400135	FUEL FOR C401		66.48
	CP-00400135	FUEL FOR S423		201.12
	CP-00400135	FUEL FOR 412		248.95
	CP-00400135	FUEL FOR S413		26.71
	CP-00400135	FUEL FOR D411		122.27
	CP-00400135	FUEL FOR S414		43.87
Total for Check Number 36405:				1,326.98
36406	096998	CITY OF SILVERTON	08/10/2022	
	5.05070.0	WATER USAGE AT STAT. 1 THRU 7/18/22		262.27
	5.05071.0	WATER USAGE STAT. 1 MAINT BAY THRU '		54.74
	5.05072.6	WATER USE: STAT. 1 SPRINKLERS THRU 7/		112.50
Total for Check Number 36406:				429.51
36407	013528	CRUISE MASTER ENGRAVING	08/10/2022	
	26504	2 @ COINS/ARTWORK		100.00
	26517	AWARD PLAQUES/ENGRAVING		1,038.00
Total for Check Number 36407:				1,138.00
36408	6091898	CUMMINS SALES AND SERVICE	08/10/2022	
	07-153111	DIESEL GEN START-UP		2,195.12
	07-153111	DIESEL GEN W/FUEL TANK - SERVICE CAL		1,233.38
Total for Check Number 36408:				3,428.50
36409	900067	DAN BROWN	08/10/2022	
	5579-264595	WASH & WAX SUPPLIES/ALL VEH'S @ O'RI		74.25
Total for Check Number 36409:				74.25
36410	032005	G & G AUTO CARE SUPPLY, INC.	08/10/2022	
	276478	WASH RACK SUPPLIES		191.54
Total for Check Number 36410:				191.54
36411	097300	HI-SCHOOL	08/10/2022	
	2-861182 I	HOSE COUPLING		8.59
	2-862459 I	HOSE COUPLING		8.59
Total for Check Number 36411:				17.18
36412	037800	HOME PLACE	08/10/2022	
	211	ASSOC FF SILVERTON		124.70
	283	MEAL FOR DETAIL GROUP FOR HOMER P/		135.40
Total for Check Number 36412:				260.10
36413	900385	JIM TERHAAR	08/10/2022	
	164309175030	REIMB FOR SAFEWAY/REHAB FOOD 7/27/		170.71

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 36413:	170.71
36414	058000 23000509062	LES SCHWAB TIRE CENTER D411 TIRE ROTATION/BRAKE INSP	08/10/2022	129.99
			Total for Check Number 36414:	129.99
36415	058540 4044	LIFE FLIGHT NETWORK, LLC 22-23 RENEWAL 46 @ \$65.00 EA	08/10/2022	2,990.00
			Total for Check Number 36415:	2,990.00
36416	073800 2980399	NW NATURAL STAT. 1 SERVICE DATES 7/07 - 8/05	08/10/2022	36.33
			Total for Check Number 36416:	36.33
36417	6091896 5021039835	PACIFIC OFFICE AUTOMATION INC COPIER LEASE 8/1 - 8/31	08/10/2022	179.01
			Total for Check Number 36417:	179.01
36418	065870 0215861-IN	PETRO CARD BULK FUEL 308.20 @ 4.416/GAL	08/10/2022	1,361.95
			Total for Check Number 36418:	1,361.95
36419	092090 0456-003334685 0456-003335776	REPUBLIC SERVICES #456 STAT. 1 GARBAGE SERV. 07/01-07/31 STAT. 8 GARBAGE SERV. 07/01-07/31	08/10/2022	182.25 43.22
			Total for Check Number 36419:	225.47
36420	6091937 9098	SANDERS TRUCK ALIGNMENT T419 ALIGNMENT	08/10/2022	1,035.00
			Total for Check Number 36420:	1,035.00
36421	095050 14346 14346	SCHURTER TRUCKING E405 DEF WORK R484 LABOR/SUPPLIES FOR REPAIR	08/10/2022	325.00 142.65
			Total for Check Number 36421:	467.65
36422	096976 452170 452465 452482 678832 685174 686693 686886 687763 688135 688203 688204 688270	SILVER CREEK AUTO PARTS, INC. COMPARTMT DOOR MOUNT GAS STRUT E B487 ALTERNATOR + CORE DEPOSIT B487 CORE DEPOSIT (CREDIT) T419 AIR VALVE & PARTS ST 3 THEFT REPLACEMENT VEH WASH'G S FUEL FILTERS U432 OLD C401 WINDOW PARTS E415 HEAD LIGHT BULBS (CREDIT) WIRING SUPPLIES B487 ALTERNATOR + CORE DEPOSIT AIR COMP FITT'S ST. 3 B487 ALT & CORE DEPOSIT CREDIT	08/10/2022	5.04 220.88 -61.11 48.49 58.56 43.80 191.86 -13.64 3.24 263.29 5.05 -263.29
			Total for Check Number 36422:	502.17
36423	112450	TENNYSON CARLOW	08/10/2022	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	3455	SCREEN PRINTING FOR 25 SFD SHIRTS		385.00
Total for Check Number 36423:				385.00
36424	6091938 QUOTE 16801378	TFS LEASING A PROGRAM OF DE LAC CONT # 25452028 FINAL PYMT FOR COPIEF	08/10/2022	298.43
Total for Check Number 36424:				298.43
36425	077200 A12124	TRUE NORTH EMER EQ E425 PUMP GAUGE GLASS	08/10/2022	296.35
Total for Check Number 36425:				296.35
36426	119000 694296/3	WILCO TURF BLDG SUPPLIES/ST. 1	08/10/2022	44.98
Total for Check Number 36426:				44.98
36427	119609 2207-668858	WITHERS LUMBER SUPPLIES FOR FORCIBLE ENTRY PROP	08/10/2022	27.72
Total for Check Number 36427:				27.72
36428	034015 7/25-8/24 RL 7/25-8/24 ST1 7/25-8/24 ST3 7/25-8/24 ST8 7/25-8/24 ST9 7/25-8/24 STA2	ZIPLY FIBER 503-001-0586-110204-5 503-873-2805-070997-5 503-873-3190-062193-5 503-873-6215-090168-5 503-873-5645-012395-5 503-873-5097-071291-5	08/10/2022	27.30 194.39 61.70 85.87 61.70 69.02
Total for Check Number 36428:				499.98
Total for 8/10/2022:				23,723.04
36429	068535 INV-1-23719 INV-1-23720	911 SUPPLY INC UNIFORM & NAME PATCH 6 NAME PATCHES @ \$9.00/EACH	08/29/2022	73.99 54.00
Total for Check Number 36429:				127.99
36430	6091838 9006	ACCUITY, LLC AUDIT BILL DATED 8/8/2022	08/29/2022	4,500.00
Total for Check Number 36430:				4,500.00
36431	6091910 14GY-7GFM-ML6C 14GY-7GFM-ML6C 14GY-7GFM-ML6C 14GY-7GFM-ML6C 14GY-7GFM-ML6C 14GY-7GFM-ML6C 14GY-7GFM-ML6C 14GY-7GFM-ML6C	AMAZON CAPITAL SERVICES CARB FOR ST 1 WEDEATER CARB FOR GEN ON E405 METALLIC SHARPIES STENO BOOKS SET OF 12 BLACK SHARPIES TRANS TAPE 12 ROLLS 18 MO CALENDAR DRAIN PLUGS FOR COOLERS	08/29/2022	22.97 76.98 11.89 18.99 8.48 10.98 12.98 29.50
Total for Check Number 36431:				192.77
36432	007150 24645920	BOUND TREE MEDICAL, LLC MISC EMS SUPPLIES / ACCT NO 208340	08/29/2022	579.24

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 36432:	579.24
36433	010172	CARSON OIL COMPANY	08/29/2022	
	CP-00403658	FUEL FOR U432		253.79
	CP-00403658	FUEL FOR U432		67.30
	CP-00403658	FUEL FOR T-419		119.99
	CP-00403658	FUEL FOR D411		33.04
	CP-00403658	FUEL FOR S434		59.97
	CP-00403658	FUEL FOR S434		58.09
	CP-00403658	FUEL FOR 0400		22.98
	CP-00403658	FUEL FOR 0400		42.91
	CP-00403658	FUEL FOR C482		115.82
	CP-00403658	FUEL FOR C401		62.56
	CP-00403658	FUEL FOR 421		97.49
	CP-00403658	FUEL FOR S423		104.29
	CP-00403658	FUEL FOR S413		35.00
			Total for Check Number 36433:	1,073.23
36434	6091939 88017	CONNIC ENTERPRISES INC WATER MITIGATION SVCS - ST. 1	08/29/2022	1,242.37
			Total for Check Number 36434:	1,242.37
36435	013528 26559	CRUISE MASTER ENGRAVING AWARD PLAQUE	08/29/2022	77.00
			Total for Check Number 36435:	77.00
36436	033975 9393785218 9413301236	GRAINGER NEW SHORE POWER OUTLET E495, ONE F BATTERIES FOR BK RADIOS	08/29/2022	56.48 63.40
			Total for Check Number 36436:	119.88
36437	035075 1	HRA VEBA TRUST YA462 HRA/VEBA: AUG	08/29/2022 PR Batch 00001.08.2022 YA4	1,600.00
			Total for Check Number 36437:	1,600.00
36438	091893 0781122 0781122	LIFEMAP ASSURANCE CO. AD&D/LIFE INS. EMPLOYER CONTIB: SEP LIFEMAP: EMPLOYEE CONTRIB.: SEP	08/29/2022 PR Batch 00001.08.2022 AD& PR Batch 00001.08.2022 LIF	67.10 48.75
			Total for Check Number 36438:	115.85
36439	098725 63807	LOCAL GOVERNMENT LAW GROUP P. 7/31/22 LEGAL CONSULTATION AND REVIE	08/29/2022	156.00
			Total for Check Number 36439:	156.00
36440	072925 FY202223-1043	METCOM 9-1-1 DISPATCH SERV. FEE FOR AUG 2022	08/29/2022	7,581.30
			Total for Check Number 36440:	7,581.30
36441	6091852 2022-1759	MT. ANGEL PUBLISHING INC. 2022 VISITOR'S GUIDE AD	08/29/2022	725.00
			Total for Check Number 36441:	725.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
36442	6091868 39292	OREGON SEWER & DRAIN () PORTABLE UNIT SERVICE JULY 2022 ST.	08/29/2022	112.00
Total for Check Number 36442:				112.00
36443	6091892 1013931 1013932 1013933 1013934 1013935	PACER PROPANE PROPANE STA. 2 PROPANE STA. 3 PROPANE STA. 8 PROPANE STA. 9 PROPANE STA. E. VIEW	08/29/2022	1.00 1.00 1.00 1.00 1.00
Total for Check Number 36443:				5.00
36444	6091896 5021436510	PACIFIC OFFICE AUTOMATION INC COPIER LEASE 9/01-9/30/22	08/29/2022	179.01
Total for Check Number 36444:				179.01
36445	081050 245538	PAUL'S POWER EQUIPMENT AND WO TRAINING SAWS	08/29/2022	1,996.60
Total for Check Number 36445:				1,996.60
36446	6091843 836171L	PETERSON TRUCKS INC. A/O SEAT REPL VALVE E495	08/29/2022	53.06
Total for Check Number 36446:				53.06
36447	083200 0074320000 2603340000 3700411000 5974190000 8950420000	PORTLAND GENERAL ELECTRIC STAT. 8 ELECTRIC SERV. 7/08-8/08 STAT. 1 ELECTRIC SERV. 7/08-8/08 STAT. 3 ELECTRIC SERV. 7/08-8/08 STAT. 9 ELECTRIC SERV. 7/08-8/08 STAT. 2 ELECTRIC SERV. 7/06-8/04	08/29/2022	166.73 1,344.93 52.96 41.50 68.46
Total for Check Number 36447:				1,674.58
36448	012100 99226	RADIO COMMUNICATIONS SERVICE, BK WILDLAND RADIO MAINT	08/29/2022	75.00
Total for Check Number 36448:				75.00
36449	094000 TRX 212	ROTH'S FRESH MARKETS GROCERY FOR ANNUAL PICNIC 8/10/22	08/29/2022	47.99
Total for Check Number 36449:				47.99
36450	098720 03-0052823 03-0052823 03-0052823 03-0052823	SDIS MEDICAL: EMPLOYEE CONTRIB.: SEP MEDICAL: EMPLOYER CONTRIB.: SEP LTD: EMPLOYER CONTRIB.: SEP COBRA PREMIUM C. MILES: SEP	08/29/2022 PR Batch 00001.08.2022 MEI PR Batch 00001.08.2022 MEI PR Batch 00001.08.2022 LTE	1,425.47 12,829.11 235.76 756.43
Total for Check Number 36450:				15,246.77
36451	200120 4799873 4799907	STATESMAN JOURNAL 7/1-7/31/22 BUDGET LB-1 HEARING 7/1-7/31/22 BUDGET COMM MTG	08/29/2022	301.60 142.40
Total for Check Number 36451:				444.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
36452	027039 930943	SUN LIFE FINANCIAL 930943 LIFE INS. PREMIUM: SEP	08/29/2022	351.73
Total for Check Number 36452:				351.73
36453	211619 000016A6X1342	UPS SHIPPING ON 8/16/22	08/29/2022	10.91
Total for Check Number 36453:				10.91
36454	112435	VERIZON WIRELESS	08/29/2022	
	9912492796	E. GRAMBUSCH CELL SERV.: 8/02-9/01		41.84
	9912492796	K. VEIT CELL SERV.: 8/02-9/01		41.84
	9912492796	K. MILLER CELL SERV.: 8/02-9/01		41.84
	9912492796	M. HUGHES CELL SERV.: 8/02-9/01		41.84
	9912492796	C. CANTU CELL SERV.: 8/02-9/01		41.84
	9912492796	B. MILES CELL SERV.: 8/02-9/01		41.84
	9912492796	I. PETERSON CELL SERV.: 8/02-9/01		41.84
	9912492796	482 IPAD SERV.:8/02-9/01		40.01
	9912492796	401 IPAD SERV.: 8/02-9/01		40.01
	9912492796	415 IPAD SERV.: 8/02-9/01		40.01
	9912492796	407 IPAD SERV.: 8/02-9/01		40.01
	9912492796	423 IPAD SERV.: 8/02-9/01		40.01
	9912492796	485 IPAD SERV.: 8/02-9/01		40.01
	9912492796	405 IPAD SERV.: 8/02-9/01		40.01
	9912492796	411 IPAD SERV.: 8/02-9/01		40.01
Total for Check Number 36454:				612.96
36455	6091829 8/12-9/11	WAVE 056639301-0008873 CONV. BOX	08/29/2022	80.64
Total for Check Number 36455:				80.64
36456	119613 1	WOODBURN AMBULANCE AMBULANCE PREMIUM	08/29/2022	1,525.11
Total for Check Number 36456:				1,525.11
Total for 8/29/2022:				40,505.99
Report Total (57 checks):				64,229.03

General Ledger

Expense vs Budget with Encumbrances

User: candace

Printed: 09/06/22 10:05:28

Period 01 - 02

Fiscal Year 2023

Account Number	Description	Budget	End Bal	Available	% Available
25-1-51001	PERSONNEL	\$ 702,000.00	\$ 105,309.54	\$ 596,690.46	85.00%
25-1-51002	EXTRA PERSONNEL	\$ 1,500.00	\$ -	\$ 1,500.00	100.00%
25-1-51003	WORKERS COMP COVERAGE	\$ 26,300.00	\$ 20,259.41	\$ 6,040.59	22.97%
25-1-51004	SOCIAL SECURITY	\$ 63,947.00	\$ 11,283.85	\$ 52,663.15	82.35%
25-1-51005	GROUP HEALTH INSURANCE	\$ 219,930.00	\$ 30,173.33	\$ 189,756.67	86.28%
25-1-51006	GROUP LIFE INSURANCE	\$ 22,363.00	\$ 4,218.28	\$ 18,144.72	81.14%
25-1-51007	PERS	\$ 234,791.00	\$ 36,336.71	\$ 198,454.29	84.52%
25-1-51008	UNEMPLOYMENT INSURANCE	\$ 1,200.00	\$ -	\$ 1,200.00	100.00%
25-1-51009	OVERTIME	\$ 35,000.00	\$ 14,356.25	\$ 20,643.75	58.98%
25-1-51010	VOLUNTEERS	\$ 84,000.00	\$ 32,566.68	\$ 51,433.32	61.23%
25-1-51012	MEDICAL SAVINGS PLAN	\$ 24,000.00	\$ 3,200.00	\$ 20,800.00	86.67%
25-1-51013	DIRECTORS EXPENSES	\$ 600.00	\$ -	\$ 600.00	100.00%
PAYROLL RELATED EXP		\$ 1,415,631.00	\$ 257,704.05	\$ 1,157,926.95	81.80%
25-1-61001	OFFICE SUPPLIES	\$ 3,500.00	\$ 229.15	\$ 3,270.85	93.45%
25-1-61002	DUES AND SUBSCRIPTIONS	\$ 8,500.00	\$ 866.00	\$ 7,634.00	89.81%
25-1-61003	CONTRACT SERVICES	\$ 20,000.00	\$ 8,476.08	\$ 11,523.92	57.62%
25-1-61004	TELEPHONE	\$ 20,000.00	\$ 2,301.82	\$ 17,698.18	88.49%
25-1-61005	POSTAGE AND FREIGHT	\$ 2,500.00	\$ 32.22	\$ 2,467.78	98.71%
25-1-61006	UTILITIES	\$ 40,000.00	\$ 4,784.08	\$ 35,215.92	88.04%
25-1-61007	ELECTION EXPENSES	\$ 2,500.00	\$ -	\$ 2,500.00	100.00%
25-1-61008	BUILDING MAINT./JANITORIAL	\$ 20,000.00	\$ 4,294.30	\$ 15,705.70	78.53%
25-1-61009	LGIP FEES	\$ 50.00	\$ 0.05	\$ 49.95	99.90%
25-1-61011	ANNUAL AUDIT	\$ 9,000.00	\$ 5,500.00	\$ 3,500.00	38.89%
25-1-61012	EMPLOYEE RECOGNITION	\$ 3,000.00	\$ 1,215.00	\$ 1,785.00	59.50%
25-1-61013	RECRUITING EXPENSE	\$ 2,000.00	\$ 933.61	\$ 1,066.39	53.32%
25-1-61014	TRAINING SUPPLIES	\$ 2,000.00	\$ -	\$ 2,000.00	100.00%
25-1-61015	TRAINING EXPENSE	\$ 50,000.00	\$ 9,125.16	\$ 40,874.84	81.75%
25-1-61016	CONFERENCE EXPENSE	\$ 5,000.00	\$ -	\$ 5,000.00	100.00%
25-1-61017	SHOP EXPENSE	\$ 3,500.00	\$ 198.65	\$ 3,301.35	94.32%
25-1-61018	EMS SUPPLIES	\$ 7,000.00	\$ 1,182.55	\$ 5,817.45	83.11%
25-1-61019	INSURANCE	\$ 68,000.00	\$ -	\$ 68,000.00	100.00%
25-1-61021	TRAVEL EXPENSE	\$ 2,500.00	\$ -	\$ 2,500.00	100.00%
25-1-61022	EQUIPMENT MAINTENANCE	\$ 6,500.00	\$ 1,339.14	\$ 5,160.86	79.40%
25-1-61023	UNIFORM ALLOWANCE	\$ 8,000.00	\$ 916.87	\$ 7,083.13	88.54%
25-1-61024	FUELS AND LUBRICANTS	\$ 35,000.00	\$ 7,404.28	\$ 27,595.72	78.84%
25-1-61025	RURAL ADDRESSING	\$ 650.00	\$ -	\$ 650.00	100.00%
25-1-61026	RADIO MAINTENANCE	\$ 6,500.00	\$ 138.40	\$ 6,361.60	97.87%
25-1-61027	COMPUTER MAINTENANCE	\$ 15,000.00	\$ -	\$ 15,000.00	100.00%
25-1-61031	LEGAL SERVICES	\$ 10,000.00	\$ 156.00	\$ 9,844.00	98.44%
25-1-61032	FIREFIGHTING CHEMICALS	\$ 1,500.00	\$ -	\$ 1,500.00	100.00%
25-1-61033	APPLIANCES	\$ 2,500.00	\$ -	\$ 2,500.00	100.00%
25-1-61037	ADMINISTRATION SERVICES	\$ 40,000.00	\$ 1,217.58	\$ 38,782.42	96.96%
25-1-61042	SAFETY/PROTECTIVE CLOTHING	\$ 6,500.00	\$ -	\$ 6,500.00	100.00%
25-1-61044	SMALL TOOLS AND EQUIPMENT	\$ 6,500.00	\$ 1,798.69	\$ 4,701.31	72.33%
25-1-61045	HAZMAT SUPPLIES	\$ 500.00	\$ -	\$ 500.00	100.00%
25-1-61050	DISPATCH SERVICES	\$ 90,976.00	\$ 15,162.60	\$ 75,813.40	83.33%

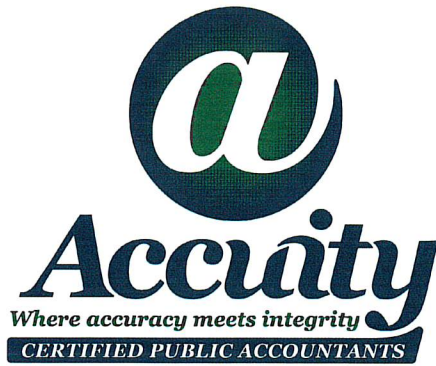
Account Number	Description	Budget	End Bal	Available	% Available
25-1-61055	MEDICAL MEMBERSHIPS	\$ 5.00	\$ -	\$ 5.00	100.00%
25-1-61056	HEALTH AND WELFARE	\$ 12,000.00	\$ 2,574.83	\$ 9,425.17	78.54%
25-1-61057	VEHICLE MAINTENANCE	\$ 40,000.00	\$ 7,592.37	\$ 32,407.63	81.02%
25-1-61060	MAJOR FIRE LOSS EXPENSE	\$ 500.00	\$ 170.71	\$ 329.29	65.86%
25-1-61063	GRANT EXPENDITURES	\$ 320,000.00	\$ 12,412.26	\$ 292,911.14	91.53%
25-1-61064	EQUIPMENT TESTING	\$ 15,000.00	\$ -	\$ 15,000.00	100.00%
25-1-61065	SCBA MAINTENANCE	\$ 3,000.00	\$ -	\$ 3,000.00	100.00%
25-1-61066	INVESTIGATIONS	\$ 500.00	\$ -	\$ 500.00	100.00%
25-1-61070	CONFLAGRATION EXPENSES	\$ 1,500.00	\$ 29.50	\$ 1,470.50	98.03%
25-1-61092	FIRE PREVENTION SUPPLIES	\$ 1,500.00	\$ -	\$ 1,500.00	100.00%
25-1-61093	FIRE PREVENTION	\$ 1,500.00	\$ -	\$ 1,500.00	100.00%
25-1-61094	HEALTH/MEDICAL	\$ 15,000.00	\$ -	\$ 15,000.00	100.00%
25-1-61095	PROTECTIVE EQUIP MAINT	\$ 4,000.00	\$ -	\$ 4,000.00	100.00%
	MATL SUPP & EXP	\$ 913,681.00	\$ 90,051.90	\$ 808,952.50	88.54%
25-1-71001	PROPERTY IMPROVEMENTS MAJOR	\$ 20,000.00	\$ 6,729.00	\$ 13,271.00	66.36%
25-1-71002	PROTECTIVE EQUIPMENT	\$ 45,000.00	\$ 484.00	\$ 42,423.00	94.27%
25-1-71003	MAJOR EQUIPMENT	\$ 10,000.00	\$ -	\$ 10,000.00	100.00%
25-1-71004	COMMUNICATION EQUIPMENT	\$ 8,500.00	\$ -	\$ 8,500.00	100.00%
25-1-71010	EQUIPMENT REPLACEMENT	\$ 6,000.00	\$ 2,031.03	\$ 3,968.97	66.15%
25-1-71015	HOSE REPLACEMENT	\$ 7,500.00	\$ -	\$ 7,500.00	100.00%
25-1-71138	COMPUTER EXPENSE	\$ 20,000.00	\$ 60.00	\$ 19,940.00	99.70%
25-1-71139	TRAINING EQUIPMENT	\$ 15,000.00	\$ 1,996.60	\$ 13,003.40	86.69%
	CAPITAL OUTLAY	\$ 132,000.00	\$ 11,300.63	\$ 118,606.37	89.85%
25-1-90001	CONTINGENCIES	\$ 106,788.00	\$ -	\$ 106,788.00	100.00%
	CONTINGENCY	\$ 106,788.00	\$ -	\$ 106,788.00	100.00%
25-5-92006	ENDING FUND BALANCE	\$ 700,000.00	\$ -	\$ 700,000.00	100.00%
	UNAPPROPRIATED	\$ 700,000.00	\$ -	\$ 700,000.00	100.00%
25-1-91025	TRANSFER OUT (FUND 24)	\$ 14,000.00	\$ -	\$ 14,000.00	100.00%
25-1-91026	TRANSFER OUT (FUND 29)	\$ 100,000.00	\$ -	\$ 100,000.00	100.00%
25-1-91027	TRANSFER OUT (FUND 31)	\$ 25,000.00	\$ -	\$ 25,000.00	100.00%
	TRANSFER OUT	\$ 139,000.00	\$ -	\$ 139,000.00	100.00%
25-1-93001	LEASE PRINCIPAL	\$ 52,135.00	\$ -	\$ 52,135.00	100.00%
25-1-93002	LEASE INTEREST	\$ 1,343.00	\$ -	\$ 1,343.00	100.00%
	DEBT SERVICE	\$ 53,478.00	\$ -	\$ 53,478.00	100.00%
Expense Total		\$ 3,460,578.00	\$ 359,056.58	\$ 3,084,751.82	89.14%

BANK ACCOUNT BALANCE COMPARISON

<u>June 30, 2021</u>		<u>June 30, 2022</u>	
Columbia Bank Checking	\$ 161,609.77	Columbia Bank Checking	\$ 302,697.05
Columbia Bank MM	\$ 247,640.10	Columbia Bank MM	\$ 223,577.72
Local Gov't Pool	\$ 1,972,297.80	Local Gov't Pool	\$ 2,141,101.02
Sub Total	\$ 2,381,547.67	Sub Total	\$ 2,667,375.79
<i>OPERATING BUDGET AHEAD \$285,828.12</i>			

<u>July 31, 2021</u>		<u>July 31, 2022</u>	
Columbia Bank Checking	\$ 122,901.03	Columbia Bank Checking	\$ 139,785.84
Columbia Bank MM	\$ 155,331.24	Columbia Bank MM	\$ 267,659.17
Local Gov't Pool	\$ 1,981,584.28	Local Gov't Pool	\$ 2,148,201.56
Sub Total	\$ 2,259,816.55	Sub Total	\$ 2,555,646.57
<i>OPERATING BUDGET AHEAD \$295,830.02</i>			

<u>August 31, 2021</u>		<u>August 31, 2022</u>	
Columbia Bank Checking	\$ 167,860.96	Columbia Bank Checking	\$ 113,143.73
Columbia Bank MM	\$ 155,335.20	Columbia Bank MM	\$ 275,997.24
Local Gov't Pool	\$ 1,795,157.72	Local Gov't Pool	\$ 2,011,166.37
Sub Total	\$ 2,118,353.88	Sub Total	\$ 2,400,307.34
<i>OPERATING BUDGET AHEAD \$281,953.46</i>			



June 8, 2022

Board of Directors
Silverton Fire District
819 Railway Street
Silverton, OR 97381

Board of Directors:

We are engaged to audit the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Silverton Fire District for the year ended June 30, 2022. Professional standards require that we provide you with the following information related to our audit. We would also appreciate the opportunity to meet with you to discuss this information further since a two-way dialogue can provide valuable information for the audit process.

Our Responsibility under U.S. Generally Accepted Auditing Standards

As stated in our engagement letter dated June 6, 2022, our responsibility, as described by professional standards, is to express opinions about whether the financial statements prepared by management with your oversight are fairly presented, in all material respects, in conformity with the modified cash basis of accounting. Our audit of the financial statements does not relieve you or management of your responsibilities. We have been engaged to report on:

1. Schedules of Revenues, Expenditures, and Changes in Fund Balance – Budget and Actual – General Fund and Major Special Revenue Funds, if any
2. Combining Balance Sheet and Combining Statement of Revenues, Expenditures, and Changes in Fund Balances for all Nonmajor Governmental Funds, if any
3. Schedules of Revenues, Expenditures, and Changes in Fund Balance – Budget and Actual – Nonmajor Special Revenue Funds, Debt Service Funds, and Capital Projects Funds, if any

Our responsibility for this supplementary information, as described by professional standards, is to evaluate the presentation of the supplementary information in relation to the financial statements as a whole and to report on whether the supplementary

information is fairly stated, in all material respects, in relation to the financial statements as a whole.

Planned Scope, Timing of the Audit, Significant Risks, and Other

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested.

Our audit will include obtaining an understanding of the entity and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Material misstatements may result from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity. We will generally communicate our significant findings at the conclusion of the audit. However, some matters could be communicated sooner, particularly if significant difficulties are encountered during the audit where assistance is needed to overcome the difficulties or if the difficulties may lead to a modified opinion. We will also communicate any internal control related matters that are required to be communicated under professional standards.

We have identified the following significant risk(s) of material misstatement as part of our auditing planning:

We have not identified any significant risk(s) of material misstatement as a part of our audit planning.

We expect to begin our audit on approximately August 5, 2022, and issue our report on approximately December 31, 2022. Kori Sarrett is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it.

This information is intended solely for the use of the Board of Directors and management of Silverton Fire District and is not intended to be, and should not be, used by anyone other than these specified parties.

If you have any questions, please contact my office at your convenience.

Very truly yours,


Accuity, LLC

**SILVERTON FIRE DISTRICT
RESOLUTION NO. 22-357**

**A RESOLUTION OF THE BOARD OF DIRECTORS FOR THE ADOPTION OF THE
2022 STRATEGIC PLAN**

WHEREAS, Silverton Fire District held several planning workshops and webinars facilitated by Steve Abel & Associates, LLC; and

WHEREAS, District staff is presenting for Director consideration a finalized document that came out of those planning sessions; and

NOW, THEREFORE, BE IT RESOLVED, that the Directors of Silverton Fire District approve and adopt the 2022 Strategic Plan as set forth in Exhibit A attached hereto.

ADOPTED BY THE BOARD OF DIRECTORS of the Silverton Fire District at a regular scheduled meeting held on this day of September 7, 2022.

Les Von Flue
President, Board of Directors

Robert Mengucci
Secretary-Treasurer, Board of Directors

ATTEST:

Candace Cantu
District Clerk