

SILVERTON FIRE DISTRICT AGENDA

AGENDA CLOSSES AT 4:00 P.M., MONDAY, PRECEDING SCHEDULED MEETING.
REGULAR BOARD MEETING, February 13, 2024 at 7:00 P.M.
Silverton Station # 1

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 January 9, 2024
- V. **OPEN FORUM**
- VI. **OLD BUSINESS:**
- VII. **FINANCE OFFICER'S REPORT:**
 - a) Check Summary
 - b) Departmental Expense Report
 - c) Bank Account Balance Comparison
- VIII. **CHIEF'S REPORT:**
 - a) Monthly Report
 - b) Annual Awards Banquet
 - c) Administrative Assistant Vacancy
- IX. **NEW BUSINESS:**
 - a)
- X. **ITEMS PENDING:**
 - a) Work Session, February 29, 2024 9:30am
 - b)
- XI. **ADJOURNMENT:**

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SILVERTON FIRE DISTRICT

MINUTES

DRAFTED FOR APPROVAL, SUBJECT TO CHANGE AND OR CORRECTION

REGULAR BOARD MEETING 7:00 P.M. January 10, 2024
Silverton Fire District Station #8 (Scotts Mills)

I. ROLL CALL:

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

Dixon Bledsoe, Director
Ryan Bielenberg, Director

ABSENT:

Director Bielenberg
Secretary-Treasurer Mengucci

IN ATTENDANCE:

Chief Miles, Office Administrator (OA) Cantu, FF/EMT Miller, Lt. Training & Volunteer Coordinator Brown, FF Peterson, FF/EMT Hughes, AC Veit, BC Terhaar, Lt. Redman-Brown, Lt. Dandeneau

II. CALL MEETING TO ORDER:

President Von Flue called the meeting to order at 7:00 p.m. and led the group in the pledge of allegiance.

III. PLEDGE OF ALLEGIANCE

VI. APPROVAL OF MINUTES:

a) Regular Board Meeting Minutes

Director Bledsoe made a motion to approve the minutes of the December 12, 2023 board meeting. Vice President Palmer seconded the motion. The motion carried unanimously.

(President Von Flue: Aye, Vice President Palmer: Aye, Director Bledsoe: Aye)

VII. OPEN FORUM:

Lt. Dandeneau reported that the Toy and Food Drive raised 8,000lbs of food delivered to SACA, provided 289 gifts for families of Silverton & Scotts Mills and 300 gift stockings. Lt. Dandeneau expressed his appreciation to the individuals that helped make this event successful.

VIII. OLD BUSINESS:

a) Adopt Policy 201: Personnel

Director Bledsoe made a motion to adopt revised Policy 201. Vice President Palmer seconded the motion. The motion carried unanimously.

(President Von Flue: Aye, Vice President Palmer: Aye, Director Bledsoe: Aye)

b) Adopt Policy 301: Fixed Asset & Inventory Control

Director Bledsoe made a motion to adopt revised Policy 301. Vice President Palmer seconded the motion. The motion carried unanimously.

(President Von Flue: Aye, Vice President Palmer: Aye, Director Bledsoe: Aye)

c) Bank Authorization Letter

OA Cantu reported that after survey of several agencies, specific authorizations were not given amongst Directors other than Keizer Fire, who's Fire Chief and Board President had limited access. The Board agreed to keep current permissions for all current signers with no restrictions. OA Cantu stated that once Umpqua Bank received the signed letter, another DocuSign would be sent to each Director via email.

IX. FINANCE OFFICER'S REPORT:

a) Check Summary

b) Departmental Expense Report

c) Bank Account Balance Comparison

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

(President Von Flue: Aye, Vice President Palmer: Aye, Director Bledsoe: Aye)

X. CHIEF'S REPORT

a) Monthly Report

Chief Miles briefly reviewed the monthly report with the Board and asked if there were any questions. The Board didn't have specific questions, but a brief discussion ensued over proposed developments around the city.

b) General Liability & Property Insurance Renewal

Chief Miles reported that the renewal premium increased 10% which is an approximate \$6000 increase. President Von Flue inquired whether there was a practice for obtaining quotes from other carriers after so many years. Chief Miles stated that SDIS Trust suspended its longevity credit due to higher than expected claims experience.

c) Physicals

Chief Miles has conveyed that it's mandatory for all new hires to undergo a physical examination, while current employees are strongly urged to obtain their physicals from their Primary Care Physician (PCP) or Township Health annually. He confirmed that all existing staff members have either completed their annual physicals or have appointments scheduled for them. Moreover, a comprehensive checklist regarding annual physicals from NVFC has been distributed to all members through email and newsletters. AC Veit will oversee the annual review process on Target Solutions, where all members will be required to review and sign pertinent documents.

XI. NEW BUSINESS:

There were no new business items addressed during this meeting.

XII. ITEMS PENDING:

a) Work Session Agenda (February)

After brief discussion, the Board requested the end of February for a potential board work session, date to be determined by Secretary-Treasurer Mengucci and Director Bielenberg.

b) SDAO Conference (February 9-11th)

OA Cantu stated that travel details would be sent via email once all conference registrations were confirmed.

XIII. ADJOURNMENT:

With no further business to come before the Board, the meeting was adjourned at 7:30 p.m.

Approved this _____ day of _____, 2023.

President

Minutes recorded and prepared by Candace Cantu

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Accounts Payable

Checks by Date - Detail by Check Date

User: Candace
 Printed: 2/9/2024 2:08 PM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
1000505	068535	911 SUPPLY INC	01/10/2024	
	139133	(1) NAME PATCH & INSTALL		6.03
	139231	(1) NAME TAPE & PATCH INSTALL		12.96
	139232	CLASS A UNIFORM K. VEIT		733.78
	139233	(4) NAME TAPE & PATCH INSTALL		35.09
Total for Check Number 1000505:				787.86
1000506	6091910	AMAZON CAPITAL SERVICES	01/10/2024	
	1V71M1F3QJX6	MOUSE PAD		16.03
	1V71M1F3QJX6	ELECTRICAL CIRCUIT TESTER		204.99
	1V71M1F3QJX6	FRONT RAIL SEAL 421		15.05
	1V71M1F3QJX6	(2) CHAIR MATS		81.98
	1V71M1F3QJX6	BATTERY CHARGER 421		41.94
	1V71M1F3QJX6	CLIPBOARD		34.11
	1V71M1F3QJX6	CAR SEAL 421		22.95
	1V71M1F3QJX6	RAIN GUARD SHIELD 421		31.69
	1V71M1F3QJX6	DESK CALENDAR		24.99
	1V71M1F3QJX6	TABLE E435		30.48
	1V71M1F3QJX6	8GB MEMORY		89.36
	1V71M1F3QJX6	TRAUMA SHEARS		159.80
Total for Check Number 1000506:				753.37
1000507	007150 85200234	BOUND TREE MEDICAL, LLC CARRY BAG, COLLAR, OXYGEN RES. PK	01/10/2024	
Total for Check Number 1000507:				314.49
1000508	6091912 23-12 24-005	BRASS ROOTS TRAINING SOLUTIONS TRAINING: DEC CHIEF EXAM SERVICES: QTR 4	01/10/2024	
Total for Check Number 1000508:				830.00
1000509	010172 CP00495038 CP00495038 CP00495038 CP00495038 CP00495038 CP00495038 CP00495038	CARSON OIL COMPANY FUEL FOR S434 FUEL FOR C402 FUEL FOR 412 FUEL FOR 411 FUEL FOR C482 FUEL FOR S423 FUEL FOR C401	01/10/2024	
Total for Check Number 1000509:				433.65
1000510	096412 00167	CITY OF SCOTTS MILLS WATER USAGE AT STAT. 8 11/1-12/31	01/10/2024	
Total for Check Number 1000510:				178.62

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
1000511	096998	CITY OF SILVERTON	01/10/2024	
	5.05070.0	WATER USAGE AT STAT. 1 11/16-12/15		340.57
	5.05071.0	WATER USAGE STAT. 1 MAINT BAY 11/16-1		57.47
Total for Check Number 1000511:				398.04
1000512	6091976	COAST BIOMEDICAL EQUIPMENT LLC	01/10/2024	
	0022400	MAINT. ON AUTO PULSE		316.00
Total for Check Number 1000512:				316.00
1000513	6091905	CORPORATE SECURITY SERVICES INC	01/10/2024	
	44122	(1) PRE-EMPLOY BACKGRND CK		63.50
Total for Check Number 1000513:				63.50
1000514	015880	DEPT. OF MOTOR VEHICLES	01/10/2024	
	197269624	(2) DMV REPORT FEE		6.00
Total for Check Number 1000514:				6.00
1000515	010185	ELAN FINANCIAL SERVICES	01/10/2024	
	0237	GROCERY FOR HOLIDAY DINNER		223.38
	0237	GROCERY FOR HOLIDAY DINNER		123.01
	0237	GROCERY FOR HOLIDAY DINNER		45.00
	1139	FINGERPRINT FEE		46.25
	1139	EMR LICENSE APPLICATION FEE		33.75
	2675	BITWARDEN: DEC		70.00
	2675	PHONE SERVICE: DEC		39.80
	2675	IAFC MEMBERSHIP ANNUAL DUES		260.00
	4845	RED WEBBING		149.99
	4845	TAPE		29.53
	8105	ZOOM SUBSCRIPTION		15.99
	8105	(3) SDAO CONF. REGISTRATION		790.00
	8105	DECO FOR HOLIDAY PARTY		77.50
	8105	GROCERY N COUNTY CHIEF MTG		47.46
Total for Check Number 1000515:				1,951.66
1000516	026576	FIRE FACILITIES	01/10/2024	
	289095	SCOUT METER DIAGNOSTIC & HARNESS		232.94
Total for Check Number 1000516:				232.94
1000517	097300	HI-SCHOOL	01/10/2024	
	SILFIRED	USB CAR CHARGER		5.99
	SILFIRED	FURNACE FILTERS		27.36
	SILFIREF	KEY FOR SILV. FF ASSOC CUPBOARDS		7.96
Total for Check Number 1000517:				41.31
1000518	037800	HOME PLACE	01/10/2024	
	75	MEAL FOR TOY & FOOD DRIVE CREW		170.70
Total for Check Number 1000518:				170.70
1000519	055500	L.N.CURTIS & SONS	01/10/2024	
	778248	(12) RECHARG. BATTERY PACK		5,820.00
Total for Check Number 1000519:				5,820.00
1000520	058000	LES SCHWAB TIRE CENTER	01/10/2024	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	23000586205	ALIGNMENT B437		296.98
			Total for Check Number 1000520:	296.98
1000521	6091918 1	MARK CRAWFORD FIRE & EMERG. SERVICES MATERIAL REIN	01/10/2024	58.46
			Total for Check Number 1000521:	58.46
1000522	120185 0011	MARK ZEITZER QTR 4 PAYMENT	01/10/2024	125.00
			Total for Check Number 1000522:	125.00
1000523	073800 2980399	NW NATURAL STAT. 1 SERVICE DATES 12/6-1/8	01/10/2024	1,024.27
			Total for Check Number 1000523:	1,024.27
1000524	6091977 10030	OAK HILL ROOFING & SHEET METAL SIDING REPAIR STA. 9	01/10/2024	1,850.00
			Total for Check Number 1000524:	1,850.00
1000525	6091892 U023T601 U023T611	PACER PROPANE PROPANE STA. 2 PROPANE STA. 9	01/10/2024	524.46 502.62
			Total for Check Number 1000525:	1,027.08
1000526	6091901 913413	PACIFIC OFFICE AUTOMATION (SALE DOCUMENT PRINTS 11/7-12/7	01/10/2024	110.95
			Total for Check Number 1000526:	110.95
1000527	092090 045600.565292 0456003564784	REPUBLIC SERVICES #456 STAT. 8 GARBAGE SERV. 12/1-12/31 STAT. 1 GARBAGE SERV. 12/1-12/31	01/10/2024	46.03 182.25
			Total for Check Number 1000527:	228.28
1000528	6091891 727086	RICKMAR ENTERPRISES INC PEST CONTROL SERVICE : DEC	01/10/2024	145.00
			Total for Check Number 1000528:	145.00
1000529	094000 4605-21	ROTH'S FRESH MARKETS GROCERY FOR HOLIDAY DINNER	01/10/2024	21.59
			Total for Check Number 1000529:	21.59
1000530	098720 01-0052823	SDIS PROP/LIAB/AUTO RENEWAL 2024	01/10/2024	69,934.00
			Total for Check Number 1000530:	69,934.00
1000531	096976 21570 21570 21570 21570	SILVER CREEK AUTO PARTS, INC. CONNECTOR BATTERY FOR BUTTERCUP PARTS FOR BUTTERCUP BATTERY RETURN	01/10/2024	7.06 152.21 14.13 -152.21

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 1000531:	21.19
1000532	211619 000016A6X1251	UPS LATE FEE	01/10/2024	2.05
			Total for Check Number 1000532:	2.05
1000533	034015 12/25-1/24 ST1	ZIPLY FIBER 503-873-2805-070997-5	01/10/2024	202.60
			Total for Check Number 1000533:	202.60
			Total for 1/10/2024:	87,345.59
1000534	6091922 i11342	ALTERNATIVE POWER SYSTEMS, LLC PM SERVICE OF GENERATOR E. VIEW	01/31/2024	352.00
			Total for Check Number 1000534:	352.00
1000535	6091910	AMAZON CAPITAL SERVICES	01/31/2024	
	1MWFLK4NDKV4	(6) STORAGE BINS		87.99
	1MWFLK4NDKV4	QUICK CHARGER		16.98
	1MWFLK4NDKV4	LABEL TAPE		25.28
	1MWFLK4NDKV4	LABEL TAPE		8.98
	1MWFLK4NDKV4	SHADOW BOX		23.98
	1MWFLK4NDKV4	PHONE CASE		16.09
	1MWFLK4NDKV4	DOOR CHIME		26.99
	1MWFLK4NDKV4	TABLE MOUNT		41.26
	1MWFLK4NDKV4	BADGE HOLDERS (PORTRAIT)		30.52
	1MWFLK4NDKV4	MARKERS		26.37
	1MWFLK4NDKV4	LABEL TAPE		19.89
	1MWFLK4NDKV4	MARINE BATTERY		113.99
	1MWFLK4NDKV4	WHITE BOARD		56.23
	1MWFLK4NDKV4	(2) BLOOD PRESSURE CUFFS		64.02
	1MWFLK4NDKV4	PA AMPLIFIER		233.00
	1MWFLK4NDKV4	LED FLARE KIT		47.06
	1MWFLK4NDKV4	CHUCKS PADS		17.81
	1MWFLK4NDKV4	CAR CHARGER ADAPTER		16.98
	1MWFLK4NDKV4	SECURITY CHAIN		79.28
	1MWFLK4NDKV4	POST IT FLAGS		5.48
	1MWFLK4NDKV4	BADGE HOLDERS (LANDSCAPE)		17.98
	1MWFLK4NDKV4	DESK CALENDAR		16.98
	1MWFLK4NDKV4	GREASE PENS		39.54
	1MWFLK4NDKV4	WALL CALENDAR		12.98
	1MWFLK4NDKV4	LABEL TAPE		12.83
	1MWFLK4NDKV4	VIEW BINDERS		108.39
	1MWFLK4NDKV4	CHARGER CABLE		19.98
	1MWFLK4NDKV4	RURAL ADDRESS SIGN		194.10
	1MWFLK4NDKV4	DRONE PROPELLER		21.98
			Total for Check Number 1000535:	1,402.94
1000536	007075 188377	BOCHSLER HARDWARE (53) FLARES	01/31/2024	901.00
			Total for Check Number 1000536:	901.00
1000537	007150 85220550	BOUND TREE MEDICAL, LLC SPLINTS, DRESSING, TOURNIQUETS	01/31/2024	379.81

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 1000537:	379.81
1000538	010172	CARSON OIL COMPANY	01/31/2024	
	CP00498221	FUEL FOR 482		198.80
	CP00498221	FUEL FOR 402		62.27
	CP00498221	FUEL FOR 414		14.47
	CP00498221	FUEL FOR 423		58.80
	CP00498221	FUEL FOR 434		21.75
	CP00498221	FUEL FOR 411		42.16
	CP00498221	FUEL FOR 400		27.72
	CP00498221	FUEL FOR 401		40.20
	CP00498221	FUEL FOR 421		70.04
	CP00498221	FUEL FOR 412		96.87
	CP00498221	FUEL FOR 411		16.29
	CP00498221	FUEL FOR 402		29.64
			Total for Check Number 1000538:	679.01
1000539	032005 291675	G & G AUTO CARE SUPPLY, INC. BRUSH, HANDLES, BUCKET, SOAP	01/31/2024	176.12
			Total for Check Number 1000539:	176.12
1000540	033975	GRAINGER	01/31/2024	
	9954941689	FILTERS, BATTERIES		153.28
	9955521399	FILTERS		80.88
	9955521407	BATTERIES		309.20
	9964037056	ICE MELT		146.15
			Total for Check Number 1000540:	689.51
1000541	097300	HI-SCHOOL	01/31/2024	
	SILFIRED	ACCT CREDIT		-7.96
	SILFIRED	CONNECTORS		9.59
	SILFIRED	LAUNDRY DETERGENT		14.58
	SILFIRED	PATCH BOARD		143.68
	SILFIRED	PARTS		4.07
	SILFIRED	ICE CLEATS		133.93
	SILFIRED	ICE MELT		89.95
	SILFIRED	MOSS REMOVAL		17.99
	SILFIRED	SEWING KIT		7.37
	SILFIRED	HOOKS		18.57
			Total for Check Number 1000541:	431.77
1000542	037800	HOME PLACE	01/31/2024	
	0506230104	MEAL FOR STANDBY CREW		139.00
	061423166	MEAL FOR SILVERTON FF ASSOC.		108.35
	1130230225	MEAL FOR SILVERTON FF ASSOC.		104.70
			Total for Check Number 1000542:	352.05
1000543	035075	HRA VEBA TRUST	01/31/2024	
	1	YA462 HRA/VEBA: JAN	PR Batch 00002.01.2024 YA4	1,400.00
	1	YA462 HRA/VEBA: JAN	PR Batch 00002.01.2024 YA4	200.00
			Total for Check Number 1000543:	1,600.00
1000544	6091881	JAMES RUKS	01/31/2024	
	1	FINGER PRINT FEE REIMB.		58.75

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 1000544:	58.75
1000545	6091883	KEITH SMITH MEAL FOR ASSOCIATION MTG	01/31/2024	159.05
			Total for Check Number 1000545:	159.05
1000546	6091967 1731470	MEDICAL AIR SERVICES ASSOCIATIO EMERGENCY TRANSPORT MEMBERSHIP:	01/31/2024	854.00
			Total for Check Number 1000546:	854.00
1000547	072925 2023242162	METCOM 9-1-1 DISPATCH SERV. FEE FOR FEB	01/31/2024	7,845.21
			Total for Check Number 1000547:	7,845.21
1000548	6091946 244864	MURAYNE INC SHIRTS	01/31/2024	428.40
			Total for Check Number 1000548:	428.40
1000549	6091978 00948	NORTHWEST LEADERSHIP SEMINAR REGISTRATION FEE: R. BIELENBERG	01/31/2024	395.00
			Total for Check Number 1000549:	395.00
1000550	098950 5535323	OREGON EMPLOYMENT DEPT. BENEFIT CHARGES QTR 4	01/31/2024	48.08
			Total for Check Number 1000550:	48.08
1000551	6091892 U028F259	PACER PROPANE PROPANE STA. 8	01/31/2024	494.82
			Total for Check Number 1000551:	494.82
1000552	095500 100057664	SAIF CORPORATION OCT-DEC QTRLY WC PREMIUM	01/31/2024	5,635.67
			Total for Check Number 1000552:	5,635.67
1000553	098720 03-0052823 03-0052823 03-0052823 03-0052823 03-0052823 03-0052823	SDIS LTD: EMPLOYER CONTRIB.: FEB MEDICAL: EMPLOYEE CONTRIB.: FEB MEDICAL: EMPLOYER CONTRIB.: FEB LTD: EMPLOYER CONTRIB.: FEB MEDICAL: EMPLOYEE CONTRIB.: FEB MEDICAL: EMPLOYER CONTRIB.: FEB	01/31/2024 PR Batch 00002.01.2024 LTD PR Batch 00002.01.2024 MEI PR Batch 00002.01.2024 MEI PR Batch 00002.01.2024 LTD PR Batch 00002.01.2024 MEI PR Batch 00002.01.2024 MEI	28.70 78.67 11,384.96 200.90 1,265.00 708.02
			Total for Check Number 1000553:	13,666.25
1000554	096520 29252	SEA WESTERN FIRE EQUIPMENT (29) STRUCTURAL FF GLOVE	01/31/2024	2,725.90
			Total for Check Number 1000554:	2,725.90
1000555	010050 2434	SELAH SPRINGS INVESTMENTS LLC FIRE ALARM INSPECTIONS STA. 1 & 8	01/31/2024	675.00
			Total for Check Number 1000555:	675.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
1000556	096976	SILVER CREEK AUTO PARTS, INC.	01/31/2024	
	21570	CORE CREDIT		-36.36
	21570	FUSE, PLUG 487		15.14
	21570	RPLCMNT TOOL		6.81
	21570	HOLE SAW		10.09
	21570	PLUG TAP		4.74
	21570	OIL DRY		309.51
	21570	FLARES		203.62
	21570	DE-ICER		70.11
	21570	PARTS FOR 487		29.28
	21570	BLADES		129.05
	21570	SNOW BRUSH 411		4.16
	21570	BATTERY FOR E. VIEW TOWER		260.84
	21570	VINYL REPAIR KIT B407		35.73
	21570	BATTERY FOR RADIO TOWER		319.67
	21570	SYNTHETIC OIL		157.54
	21570	FUSE STOCK		55.15
Total for Check Number 1000556:				1,575.08
1000557	027039 930943	SUN LIFE FINANCIAL 930943 LIFE INS. PREMIUM: FEB	01/31/2024	462.65
Total for Check Number 1000557:				462.65
1000558	200118 88741	TARGETSOLUTIONS LEARNING, LLC ENTERPRISE RENEWAL	01/31/2024	550.00
Total for Check Number 1000558:				550.00
1000559	091893 0005045359 0005045359 0005045359	USAbLe LIFE AD&D/LIFE INS. EMPLOYER CONTIB: FEB LIFEMAP: EMPLOYEE CONTRIB. FEB AD&D/LIFE INS. EMPLOYER CONTIB: FEB	01/31/2024 PR Batch 00002.01.2024 AD& PR Batch 00002.01.2024 LIF PR Batch 00002.01.2024 AD&	2.70 39.15 65.90
Total for Check Number 1000559:				107.75
1000560	112435	VERIZON WIRELESS	01/31/2024	
	9953186901	K. MILLER CELL SERV.: 12/2-1/1		42.62
	9953186901	401 IPAD SERV.: 12/2-1/1		40.81
	9953186901	K. VEIT CELL SERV.: 12/2-1/1		42.62
	9953186901	482 IPAD SERV.: 12/2-1/1		40.81
	9953186901	407 IPAD SERV.:12/2-1/1		40.81
	9953186901	R. SAVAGE CELL SERV.: 12/2-1/1		42.62
	9953186901	423 IPAD SERV.:12/2-1/1		40.81
	9953186901	C. CANTU CELL SERV.: 12/2-1/1		42.62
	9953186901	415 IPAD SERV.: 12/2-1/1		40.81
	9953186901	485 IPAD SERV.:12/2-1/1		40.81
	9953186901	B. MILES CELL SERV.: 12/2-1/1		42.62
	9953186901	411 IPAD SERV.:12/2-1/1		40.81
	9953186901	M. HUGHES CELL SERV.: 12/2-1/1		42.62
	9953186901	D. BROWN CELL SERV.: 12/2-1/1		42.62
	9953186901	405 IPAD SERV.:12/2-1/1		40.81
	9953186901	I. PETERSON CELL SERV.: 12/2-1/1		42.62
Total for Check Number 1000560:				667.44
1000561	6091829 1/12-2/11	WAVE 056639301-0008873 CONV. BOX	01/31/2024	102.75

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 1000561:	102.75
1000562	034015	ZIPLY FIBER	01/31/2024	
	12/25-1/24 RL	503-001-0586-110204-5		27.30
	12/25-1/24 ST3	503-873-3190-062193-5		67.32
	12/25-1/24 ST8	503-873-6215-090168-5		92.02
	12/25-1/24 ST9	503-873-5645-012395-5		67.32
	12/25-1/24 STA2	503-873-5097-071291-5		74.80
			Total for Check Number 1000562:	328.76
			Total for 1/31/2024:	43,744.77
			Report Total (58 checks):	131,090.36

General Ledger

Expense vs Budget with Encumbrances

User: Candace

Printed: 2/9/2024 2:27:21 PM

Period 01 - 07

Fiscal Year 2024

Account Num	Description	Budget	End Bal	Available	% Available
25-1-51001	PERSONNEL	\$ 740,524.00	\$ 368,323.38	\$ 372,200.62	50.26%
25-1-51002	EXTRA PERSONNEL	\$ -	\$ -	\$ -	0.00%
25-1-51003	WORKERS COMP COVERAGE	\$ 28,000.00	\$ 14,244.06	\$ 13,755.94	49.13%
25-1-51004	SOCIAL SECURITY	\$ 72,000.00	\$ 36,815.53	\$ 35,184.47	48.87%
25-1-51005	GROUP HEALTH INSURANCE	\$ 206,628.00	\$ 93,693.20	\$ 112,934.80	54.66%
25-1-51006	GROUP LIFE INSURANCE	\$ 22,000.00	\$ 10,906.99	\$ 11,093.01	50.42%
25-1-51007	PERS	\$ 267,466.00	\$ 127,576.01	\$ 139,889.99	52.30%
25-1-51008	UNEMPLOYMENT INSURANCE	\$ 1,200.00	\$ 79.09	\$ 1,120.91	93.41%
25-1-51009	OVERTIME	\$ 75,000.00	\$ 49,536.35	\$ 25,463.65	33.95%
25-1-51010	VOLUNTEERS	\$ 85,000.00	\$ 63,383.57	\$ 21,616.43	25.43%
25-1-51012	MEDICAL SAVINGS PLAN	\$ 35,200.00	\$ 9,600.00	\$ 25,600.00	72.73%
25-1-51013	DIRECTORS EXPENSES	\$ 500.00	\$ -	\$ 500.00	100.00%
PAYROLL RELATED EXP		\$ 1,533,518.00	\$ 774,158.18	\$ 759,359.82	49.52%
25-1-61001	OFFICE SUPPLIES	\$ 3,500.00	\$ 2,523.82	\$ 976.18	27.89%
25-1-61002	DUES AND SUBSCRIPTIONS	\$ 8,500.00	\$ 5,047.00	\$ 3,453.00	40.62%
25-1-61003	CONTRACT SERVICES	\$ 28,000.00	\$ 30,540.50	\$ (2,540.50)	-9.07%
25-1-61004	TELEPHONE	\$ 20,000.00	\$ 8,613.36	\$ 11,386.64	56.93%
25-1-61005	POSTAGE AND FREIGHT	\$ 2,500.00	\$ 1,422.89	\$ 1,077.11	43.08%
25-1-61006	UTILITIES	\$ 42,000.00	\$ 21,679.46	\$ 20,320.54	48.38%
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	\$ 12,988.29	\$ 12,011.71	48.05%
25-1-61009	LGIP FEES	\$ 50.00	\$ 0.20	\$ 49.80	99.60%
25-1-61011	ANNUAL AUDIT	\$ 9,500.00	\$ 8,250.00	\$ 1,250.00	13.16%
25-1-61012	EMPLOYEE RECOGNITION	\$ 3,500.00	\$ 1,014.41	\$ 2,485.59	71.02%
25-1-61013	RECRUITING EXPENSE	\$ 2,500.00	\$ 1,119.62	\$ 1,380.38	55.22%
25-1-61014	TRAINING SUPPLIES	\$ 2,000.00	\$ 484.42	\$ 1,515.58	75.78%
25-1-61015	TRAINING EXPENSE	\$ 75,000.00	\$ 31,859.45	\$ 43,140.55	57.52%
25-1-61016	CONFERENCE EXPENSE	\$ 5,000.00	\$ 2,410.00	\$ 2,590.00	51.80%
25-1-61017	SHOP EXPENSE	\$ 3,500.00	\$ 659.34	\$ 2,840.66	81.16%
25-1-61018	EMS SUPPLIES	\$ 7,000.00	\$ 3,356.04	\$ 3,643.96	52.06%
25-1-61019	INSURANCE	\$ 68,000.00	\$ 69,934.00	\$ (1,934.00)	-2.84%
25-1-61020	CIVIL SERVICE	\$ 5,500.00	\$ 2,630.16	\$ 2,869.84	52.18%
25-1-61021	TRAVEL EXPENSE	\$ 2,500.00	\$ 1,246.99	\$ 1,253.01	50.12%
25-1-61022	EQUIPMENT MAINTENANCE	\$ 7,500.00	\$ 8,000.51	\$ (500.51)	-6.67%
25-1-61023	UNIFORM ALLOWANCE	\$ 10,000.00	\$ 5,222.29	\$ 4,777.71	47.78%
25-1-61024	FUELS AND LUBRICANTS	\$ 40,000.00	\$ 25,286.84	\$ 14,713.16	36.78%
25-1-61025	RURAL ADDRESSING	\$ 650.00	\$ 358.20	\$ 291.80	44.89%
25-1-61026	RADIO MAINTENANCE	\$ 6,500.00	\$ 4,297.20	\$ 2,202.80	33.89%
25-1-61027	COMPUTER MAINTENANCE	\$ 15,000.00	\$ 532.29	\$ 14,467.71	96.45%
25-1-61031	LEGAL SERVICES	\$ 10,000.00	\$ 702.00	\$ 9,298.00	92.98%
25-1-61032	FIREFIGHTING CHEMICALS	\$ 1,500.00	\$ -	\$ 1,500.00	100.00%
25-1-61033	APPLIANCES	\$ 2,500.00	\$ 770.88	\$ 1,729.12	69.16%
25-1-61037	ADMINISTRATION SERVICES	\$ 35,000.00	\$ 11,327.64	\$ 23,672.36	67.64%

Account Numb	Description	Budget	End Bal	Available	% Available
25-1-61042	SAFTEY/PROTECTIVE CLOTHING	\$ 6,500.00	\$ 4,454.09	\$ 2,045.91	31.48%
25-1-61044	SMALL TOOLS AND EQUIPMENT	\$ 7,500.00	\$ 1,562.40	\$ 5,937.60	79.17%
25-1-61045	HAZMAT SUPPLIES	\$ 500.00	\$ 1,624.10	\$ (1,124.10)	-224.82%
25-1-61050	DISPATCH SERVICES	\$ 94,143.00	\$ 62,761.68	\$ 31,381.32	33.33%
25-1-61055	MEDICAL MEMBERSHIPS	\$ -	\$ -	\$ -	0.00%
25-1-61056	HEALTH AND WELFARE	\$ 14,000.00	\$ 5,958.12	\$ 8,041.88	57.44%
25-1-61057	VEHICLE MAINTENANCE	\$ 40,000.00	\$ 29,904.10	\$ 10,095.90	25.24%
25-1-61060	MAJOR FIRE LOSS EXPENSE	\$ 500.00	\$ 258.52	\$ 241.48	48.30%
25-1-61063	GRANT EXPENDITURES	\$ 155,000.00	\$ 2,337.75	\$ 152,662.25	98.49%
25-1-61064	EQUIPMENT TESTING	\$ 15,000.00	\$ 8,716.00	\$ 6,284.00	41.89%
25-1-61065	SCBA MAINTENANCE	\$ 3,500.00	\$ 1,473.10	\$ 2,026.90	57.91%
25-1-61066	INVESTIGATIONS	\$ 500.00	\$ -	\$ 500.00	100.00%
25-1-61070	CONFLAGRATION EXPENSES	\$ 1,500.00	\$ 23.30	\$ 1,476.70	98.45%
25-1-61092	FIRE PREVENTION SUPPLIES	\$ 1,500.00	\$ 934.06	\$ 565.94	37.73%
25-1-61093	FIRE PREVENTION	\$ 1,500.00	\$ 443.40	\$ 1,056.60	70.44%
25-1-61094	HEALTH/MEDICAL	\$ 15,000.00	\$ 2,970.00	\$ 12,030.00	80.20%
25-1-61095	PROTECTIVE EQUIP MAINT	\$ 4,000.00	\$ 622.16	\$ 3,377.84	84.45%
	MATL SUPP & EXP	\$ 807,343.00	\$ 393,494.97	\$ 413,848.03	51.26%
25-1-71001	PROPERTY IMPROVEMENTS MAJOR	\$ 20,000.00	\$ -	\$ 20,000.00	100.00%
25-1-71002	PROTECTIVE EQUIPMENT	\$ 50,000.00	\$ 14,141.61	\$ 31,182.39	62.36%
25-1-71003	MAJOR EQUIPMENT	\$ 10,000.00	\$ 1,421.17	\$ 8,578.83	85.79%
25-1-71004	COMMUNICATION EQUIPMENT	\$ 8,500.00	\$ 2,071.08	\$ 6,428.92	75.63%
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	\$ 2,536.10	\$ 12,463.90	83.09%
25-1-71139	TRAINING EQUIPMENT	\$ 12,000.00	\$ 837.98	\$ 11,162.02	93.02%
	CAPITAL OUTLAY	\$ 127,000.00	\$ 21,007.94	\$ 101,316.06	79.78%
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	\$ 1,347,661.09	\$ 2,099,523.91	60.82%

BANK ACCOUNT BALANCE COMPARISON

<u>November 30, 2022</u>		<u>November 30, 2023</u>	
Columbia Bank Checking	\$ 508,573.81	Columbia Bank Checking	\$ 583,950.76
Columbia Bank MM	\$ 446,432.85	Columbia Bank MM	\$ 270,357.75
Local Gov't Pool	\$ 2,645,562.85	Local Gov't Pool	\$ 2,944,162.08
Sub Total	\$ 3,600,569.51	Sub Total	\$ 3,798,470.59
<i>OPERATING BUDGET AHEAD \$197,901.08</i>			

<u>December 31, 2022</u>		<u>December 31, 2023</u>	
Columbia Bank Checking	\$ 221,189.74	Columbia Bank Checking	\$ 342,723.33
Columbia Bank MM	\$ 375,869.39	Columbia Bank MM	\$ 363,906.23
Local Gov't Pool	\$ 2,751,149.63	Local Gov't Pool	\$ 3,043,776.24
Sub Total	\$ 3,348,208.76	Sub Total	\$ 3,750,405.80
<i>OPERATING BUDGET AHEAD \$402,197.04</i>			

<u>January 31, 2023</u>		<u>January 31, 2024</u>	
Columbia Bank Checking	\$ 184,592.50	Columbia Bank Checking	\$ 133,844.85
Columbia Bank MM	\$ 282,923.65	Columbia Bank MM	\$ 407,754.43
Local Gov't Pool	\$ 1,592,719.81	Local Gov't Pool	\$ 3,101,239.72
Sub Total	\$ 2,060,235.96	Sub Total	\$ 3,642,839.00
<i>OPERATING BUDGET AHEAD \$1,582,603.04</i>			

Silverton Fire District Board of Directors Meeting Fire Chief Report

Submitted by: Bill Miles, Fire Chief

February 9, 2024

Current Projects:

- Continuing work with ESO tech support, Assets/Inventory, hydrants, Properties, and Inspections, modules for configuration.
- Continue training on ESO Insights reporting module.
- City of Silverton pre-application meetings for fire code considerations for three commercial projects.
- Run End of the year reports in Firehouse and ESO RMS programs
- Reviewed, consulted with OSFM and commented on fire code and water supply and access for a new residential dwelling over 3600 sq ft in Marion County and one in Clackamas County.
- Review information from the Meetings/Activities:
- Marion County Fire Defense Board meeting- January 31-Aurora FD
- North Chief's Meeting 1st Tuesday of the Month. February 6- Hubbard Fire District
- Silverton EMAC Meeting-February 13th
- Rotary meeting February 12, 2024
- Attended Open House at Scotts mills City Hall MC Public works discussing Butte Creek bridge replacement

Trainings-Held/Attended:

Other Activities/Topics of Interest:

- Used 20 hours vacation for January 2024.
- Continue work on draft of standard of cover document, integrate station location and response time analysis maps. Research area growth projections.
- Work with City of Woodburn IT department to finalize IGA for IT services for the Fire District.
- Initial budget work session with staff
- Inspection and fire alarm acceptance test with Marion County Building inspector at new event center on Kaufman Rd (2 trips due to emergency lighting and exit signs not ready) research and create occupancy load sign for posting
- Create occupancy certificate for above occupancy.
- Fire & Life Safety inspection at Silverton swimming pool
- Consultation with OSFM on OFC questions from above inspection

Snapshot:

During the month of January:

4- Smoke detector installation/maintenance visits

1-Rural address installation

1-Station Tour for interested Volunteer

15,407 WEBSITE VISITS for month of January

January 2024 Calls- 108

January 2023 Calls- 108

Calls YTD 2024 108 (Jan)

Calls YTD 2023 108 (Jan)