

# SILVERTON FIRE DISTRICT AGENDA

AGENDA CLOSSES AT 4:00 P.M., MONDAY, PRECEDING SCHEDULED MEETING.  
REGULAR BOARD MEETING, February 9, 2021 at 7:00 P.M.  
Silverton Station # 1 Video Conference

## Join Zoom Meeting:

<https://us02web.zoom.us/j/86418321159?pwd=TnBZVlJHZEhNL0tqb0k2NFIxMWo0QT09>

Meeting ID: 864 1832 1159

Passcode: 597545

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

### I. ROLL CALL:

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

Robert Van Epps, Director  
Dixon Bledsoe, Director

### II. CALL MEETING TO ORDER:

### III. PLEDGE OF ALLEGIANCE:

### IV. APPROVAL OF MINUTES OF:

a) Regular Board Meeting of January 12, 2021

### 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) Bond Projects  
b) Conflagrations  
c) Advertisement of Board Positions 2, 3, 4  
d) Advertisement of Budget Committee Positions  
e) Financial Planning (TBD)  
f) Strategic Plan (TBD)  
g) Standard of Cover Study (TBD)  
h) Operational Guidelines (4/13/21)  
i) Training Report (4/13/21)  
j) Call Response Data (4/13/21)  
k) Recruiting/Retention Report (4/13/21)

**SILVERTON FIRE DISTRICT  
AGENDA**

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REGULAR BOARD MEETING, February 9, 2021 at 7:00 P.M.  
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l) Fire Prevention Report (4/13/21)

**IX. NEW BUSINESS:**

- a) Appoint 2021-2022 Budget Officer
- b) Approve 2021-2022 Budget Calendar

**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. January 12, 2020  
Silverton Station #1

## **ROLL CALL:**

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

Robert Van Epps, Director  
Dixon Bledsoe, Director

## **ABSENT:**

*Director Bledsoe attended via zoom at 7:30 p.m.*

## **IN ATTENDANCE:**

Chief Miles, Office Manager Cantu, Assistant Chief Grambusch (*via zoom*), Maintenance FF Peterson (*via zoom*), FF Hughes (*via zoom*), Lt. Brown (*via zoom*), Lt. Dandeneau (*via zoom*), Lt. Veit, BC Terhaar (*via zoom*), Lt. Baker (*via zoom*), BC Pilmore (*via zoom*), FF Parvin (*via zoom*), FF J. Brown (*via zoom*), FF D. Brown (*via zoom*), Ines Kemper (*via zoom*)

## **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.

## **PLEDGE OF ALLEGIANCE**

## **APPROVAL OF MINUTES OF:**

### **a) Regular Board Meeting Minutes**

Vice President Palmer made a motion to approve the minutes of the December 8, 2020 board meeting. Director Van Epps seconded the motion. The motion carried unanimously. (*President Von Flue: Aye, Vice-President Palmer: Aye, Secretary-Treasurer Mengucci: Aye, Director Van Epps: Aye*)

## **OPEN FORUM:**

Lt. Brown read aloud a statement written by the North Battalion. Lt. Brown shared that the Scotts Mills Association donated 61 coats and \$600 to the Scotts Mills Community Center. Due to generous donations by the community, the Association also donated \$300 towards the Silverton FF Association to assist with the toy and food drive and was able to contribute to a family who had lost their home to a structure fire. Lt. Brown stated that all donations received from the community are given back to those in need within the community. Lt. Veit shared that although the toy and food drive had to operate differently this year due to COVID, the drive was still successful and extended his

appreciation to Chief Miles, the Staff, Resident Volunteers, Explorers and Lt. Dandeneau for picking up the extra work to ensure its success. Lt. Dandeneau echoed Lt. Veit's gratitude and reported that in conjunction with the Zenith Women's Group, this year's donations provided for 254 families within the Silver Falls School District and to Silverton Adventist Community Services. Lt. Dandeneau stated that the District had 20 bags of toys currently stored in the warehouse for next year. Lt. Dandeneau reported that the District collected 9400 pounds of food and over \$4000 in cash donations. Lt. Dandeneau stated "the community support and involvement this year was absolutely out of this world."

**VI. OLD BUSINESS:**

**a) Adoption of Board Handbook**

Director Van Epps made a motion to adopt the Board Handbook. Director Mengucci seconded the motion. The motion carried unanimously.

*(President Von Flue: Aye, Vice-President Palmer: Aye, Secretary-Treasurer Mengucci: Aye, Director Van Epps: Aye)*

**VII. FINANCE OFFICER'S REPORT:**

**a) Check Summary**

**b) Departmental Expense Report**

**c) Bank Account Balance Comparison**

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

*(President Von Flue: Vice-President Palmer: Aye, Secretary-Treasurer Mengucci: Aye, Director Van Epps: Aye)*

**VIII. CHIEF'S REPORT**

**a) Bond Projects**

Chief Miles reported that all projects would be finalized within the next month and the final draw from Zion Bank would be made. Chief Miles stated that the existing generator building would be converted into a storage area for the gator and mower. B417 is in the process of being wired and then off for paint.

**b) Conflagrations**

Chief Miles stated that all OSFM conflagrations have been confirmed and awaiting reimbursement. Office Administrator Cantu stated the only conflagrations awaiting a response were from ODF.

**c) SDAO**

Chief Miles stated that this year's conference was online only and free to all. Chief Miles stated that any member who needed assistance with the registration process to please contact Office Administrator Cantu.

**d) Financial Planning**

The Board agreed to discuss Financial Planning during a Board Work Session.

AC Grambusch provided an update to the Board on CARES grant monies and FEMA grant monies. AC Grambusch stated that the District purchased 40 SCBA masks and cleaner through CARES funding.

**e) Strategic Planning**

The Board agreed to discuss Strategic Planning during a Board Work Session.

**f) Standard of Cover**

The Board agreed to discuss Standard of Cover during a Board Work Session.

**g) Operational Guidelines**

AC Grambusch reported that comments were received on the 9 guidelines previously out for review and was in the process of finalizing those changes prior to moving on.

**h) Training Report**

AC Grambusch reported that hours of training had been impacted by COVID. AC Grambusch stated that the majority of drill nights were held via Zoom.

**i) Call Response Data**

AC Grambusch stated that call response continued to be lower, this quarter down by 9%.

**j) Recruiting/Retention Report**

Chief Miles reviewed the memo provided by Lt. Heuchert with the Board regarding recruiting and retention.

**k) Fire Prevention Report**

Chief Miles reported that multiple new construction review and comments were up despite COVID. Chief Miles stated that driveway inspections, property line adjustments, land use, water supply and zoning also required review and comments.

**IX. NEW BUSINESS:**

**a) Review 2021-2022 Budget Calendar**

**b) Review 2021-2022 Budget Committee**

The Board instructed Chief Miles to advertise the Budget Committee vacancies on the District website. The Board would appoint new members prior to the May board meeting.

**c) Board Candidacy Elections (Positions 2,3,4)**

President Von Flue stated that members who were interested in continuing their position would need to apply with Marion County Elections in order to be placed on the May ballot.

**X. ITEMS PENDING:**

**a) Board Work Session**

The Board discussed having a work session after March when additional information was available regarding negotiations. The Board agreed to address Financial Planning, Standard of Cover and the necessity of a Strategic Plan during the session.

**XI. GOOD OF THE ORDER:**

Director Bledsoe expressed his gratitude for the District facilitating the COVID vaccination for its members. Director Van Epps expressed his gratitude for the pie delivery prior to Christmas.

**XII. ADJOURNMENT:**

With no further business to come before the Board, the meeting was adjourned at 7:45 p.m.

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

\_\_\_\_\_

President

Minutes recorded and prepared by Candace Cantu

DRAFT

# Accounts Payable

## Checks by Date - Detail by Check Date

User: candace  
 Printed: 2/3/2021 7:05 PM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
35482	002000 2858	ANNAS CONSULTANTS, INC. ANNUAL BREATHING AIR TEST	01/13/2021	433.84
Total for Check Number 35482:				433.84
35483	6091855 1	BRENNEN RAYNOR TUITION REIMB.	01/13/2021	1,512.00
Total for Check Number 35483:				1,512.00
35484	010185	CARDMEMBER SERVICE	01/13/2021	
	2503	(COVID) CLEANER		154.99
	2503	(COVID) CLEANER		1,045.89
	2503	(COVID) 4 WEBCAMS		799.60
	2503	(COVID) GLOVES		210.06
	2503	(COVID) GLOVES & CLEANER		1,170.28
	2503	(COVID) 10 WALL MOUNT THERMOMETE		761.23
	2503	(COVID) 10 DISENFECTANT SPRAYERS		2,944.90
	2503	(COVID) MICROFIBER TOWELS & SPONGE		51.89
	2503	(COVID) GERMICIDAL CLEANER		609.40
	2503	(COVID) ZOOM SUBSCRIPT.		14.99
	2503	(COVID) CLEANING CLOTHS & HOOKS		20.64
	2503	(COVID) 2 EA SANITIZING STATION		748.28
	2503	(COVID) 2 EA SANITIZING STATION		748.28
	2503	(COVID) WATER CARRIER		44.95
	2503	PERSONNEL CERTIFIED LETTER		11.85
	2503	DPSST MAILING		9.20
	2503	(COVID) CONTAINERS		67.80
	2503	(COVID) DISENFECTANT CLEANER		293.92
	2503	(COVID) CAMERA'S, CHARGERS, CABLES		236.88
	3141	FUEL FOR 482		36.85
	3725	(COVID) DOCK STATION		187.67
	3725	(COVID) MSA FILTERS		74.97
	3725	(COVID) MSA CARTRIDGES		270.00
	4845	CLEANER UPPER BAYS		77.98
	4845	MATERIAL FOR GENERATOR STA. 1		65.88
	4845	ANCHOR BOLTS FOR GENERATOR		22.00
	4845	(COVID) CLOROX WIPES		36.85
	4845	OUTLET & COVER		18.18
	4845	GLOVE HOLDERS S423		59.96
	5311	(COVID) ZOOM		14.99
	5311	(COVID) TOWELS		9.99
	5311	GROCERY FOR VOL. APPRECIATION		328.95
	8105	(COVID) TONER FOR PRINTER		100.89
	8105	(COVID) PRINTER		449.99
	8105	GROCERY VOL. APPRECIATION		600.00
	8105	(COVID) CHAIR		121.99
	8105	VOL. APPRECIATION TOKENS		584.35
	8105	EXPANSION FOLDER		40.75

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	8105	(COVID) ZOOM SUBSCRIPTION		14.99
	9000	ASPIRIN		31.96
	9000	CUPS		7.49
	9000	(COVID) KEYLESS ENTRY LOCKS		674.48
Total for Check Number 35484:				13,776.19
35485	010172	CARSON OIL COMPANY	01/13/2021	
	CP00291548	FUEL FOR 413		9.80
	CP00291548	FUEL FOR 401		43.23
	CP00291548	FUEL FOR 482		129.34
	CP00291548	FUEL FOR 421		53.15
	CP00291548	FUEL FOR C402		22.20
	CP00291548	FUEL FOR 423		48.37
	CP00291548	FUEL FOR 434		35.26
Total for Check Number 35485:				341.35
35486	096412 00167	CITY OF SCOTTS MILLS WATER USAGE AT STAT. 8 11/1-12/31	01/13/2021	180.07
Total for Check Number 35486:				180.07
35487	096998 5.05070.0 5.05071.0	CITY OF SILVERTON WATER USAGE AT STAT. 1 12/21 WATER USAGE STAT. 1 MAINT BAY 12/21	01/13/2021	12.09 48.99
Total for Check Number 35487:				61.08
35488	6091876 1	DREYDAN RIPLEY TUITION REIMB.	01/13/2021	1,512.00
Total for Check Number 35488:				1,512.00
35489	097300	HI-SCHOOL PHARMACY #1178	01/13/2021	
	SILFIRED	BATTERY		8.99
	SILFIRED	(COVID) CLIPBOARDS		14.36
	SILFIRED	(COVID) CLIPBOARDS/PENS/SURGE PROT.		247.41
	SILFIRED	SCREWS		8.29
	SILFIRED	DRILL BITS		11.97
	SILFIRED	CORNER BRACE		33.32
	SILFIRED	(COVID) SPRAYER/CLOTH		26.11
	SILFIRED	KEY		2.99
	SILFIRED	HARDWARE		2.08
	SILFIRED	(COVID) BATTERIES		105.79
	SILFIRED	GLITTER		7.97
	SILFIRED	THERMOMETER		21.99
	SILFIRED	WOOD GLUE		4.59
Total for Check Number 35489:				495.86
35490	037800 34	HOME PLACE LUNCH FOR TOY/FOOD DRIVE CREW	01/13/2021	163.30
Total for Check Number 35490:				163.30
35491	6091891 450593	KILLERS PEST CONTROL SALEM PEST CONTROL SERVICE 12/31	01/13/2021	145.00
Total for Check Number 35491:				145.00
35492	065870	MARC NELSON OIL PRODUCTS	01/13/2021	



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	A398816	BULK DIESEL 275 @ 1.826 EA		502.99
			Total for Check Number 35492:	502.99
35493	120185 1	MARK ZEITZER QTRLY PAYMENT OCT-DEC 2020	01/13/2021	125.00
			Total for Check Number 35493:	125.00
35494	072925 2020211166	METCOM 9-1-1 DISPATCH SERV. FEE FOR FEB.	01/13/2021	6,777.09
			Total for Check Number 35494:	6,777.09
35495	073800 2980399 2980399 2980399	NW NATURAL STAT. 1 SERVICE DATES 12/8-1/8 STAT. 1 SERVICE DATES 10/5-11/4 STAT. 1 SERVICE DATES 11/4-12/8	01/13/2021	574.82 174.32 585.03
			Total for Check Number 35495:	1,334.17
35496	076430 203238	OVFA 2021 ANNUAL DUES	01/13/2021	500.00
			Total for Check Number 35496:	500.00
35497	092090 0456003075292 0456003075892	REPUBLIC SERVICES #456 STAT. 1 GARBAGE SERV. 12/1-12/31 STAT. 8 GARBAGE SERV. 12/1-12/31	01/13/2021	182.25 30.14
			Total for Check Number 35497:	212.39
35498	094000 63627	ROTH'S FRESH MARKETS TOY/FOOD DRIVE BAGS	01/13/2021	260.00
			Total for Check Number 35498:	260.00
35499	098720 36P52823766	SDIS PROP/LIAB/AUTO RENEWAL 2021	01/13/2021	49,958.00
			Total for Check Number 35499:	49,958.00
35500	010050 1586	SELAH SPRINGS INVESTMENTS LLC ANNUAL MONITOR. SERVICE STA. 1 & 8	01/13/2021	1,320.00
			Total for Check Number 35500:	1,320.00
35501	6091893 1	TRENTON RAINFORTH TUITION REIMB. FALL TERM	01/13/2021	1,512.00
			Total for Check Number 35501:	1,512.00
35502	6091875 1	URIEL CRUZ JUAREZ TEXTBOOK REIMB.	01/13/2021	284.00
			Total for Check Number 35502:	284.00
35503	112435 9870370988 9870370988 9870370988 9870370988 9870370988	VERIZON WIRELESS R. HEUCHERT CELL SERV.: 1/2-2/1 B. PILMORE CELL SERV.: 1/2-2/1 M. HUGHES CELL SERV.: 1/2-2/1 C. CANTU CELL SERV.: 1/2-2/1 E. GRAMBUSCH CELL SERV.: 1/2-2/1	01/13/2021	44.23 44.23 44.23 44.23 44.23

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	9870370988	B. MILES CELL SERV.: 1/2-2/1		44.23
	9870370988	I. PETERSON CELL SERV.: 1/2-2/1		44.23
	9870370988	STA. 8 IPAD SERV.: 1/2-2/1		40.01
	9870370988	AC IPAD SERV.: 1/2-2/1		40.01
	9870370988	CHIEF IPAD SERV.: 1/2-2/1		40.01
	9870370988	STA. 1 IPAD SERV.: 1/2-2/1		40.01
			Total for Check Number 35503:	469.65
35504	119609 2012446596	WITHERS LUMBER RESTOCK FEE ON RETURN MERCHANDIS	01/13/2021	15.00
			Total for Check Number 35504:	15.00
35505	034015	ZIPLY FIBER	01/13/2021	
	0123955	PHONE SERV. STA. 9: 12/25-1/24		48.64
	0621935	PHONE SERV. STA. 3: 12/25-1/24		48.64
	0628855	PHONE SERV. STA. 1:12/25-1/24		304.40
	0712915	PHONE SERV. STA. 2: 12/25-1/24		51.82
	0901685	PHONE SERV. STA. 8: BALANCE FORWARD		8.56
	0901685	PHONE SERV. STA. 8: 12/25-1/24		67.92
	1102045	RADIO LINE SERV: 12/25-1/24		26.21
			Total for Check Number 35505:	556.19
35506	120190 3203894	ZOLL MEDICAL CORP. GPO (COVID) 2 AED UNITS	01/13/2021	2,713.20
			Total for Check Number 35506:	2,713.20
			Total for 1/13/2021:	85,160.37
35507	010320 385462	ACTION FIRE & SAFETY (80) SCBA MASK BAGS	01/29/2021	1,380.66
			Total for Check Number 35507:	1,380.66
35508	010172	CARSON OIL COMPANY	01/29/2021	
	CP00294948	FUEL FOR 401		33.77
	CP00294948	FUEL FOR 402		32.47
	CP00294948	FUEL FOR 421		51.51
	CP00294948	FUEL FOR 423		33.26
	CP00294948	FUEL FOR 412		71.54
	CP00294948	FUEL FOR 413		63.92
	CP00294948	FUEL FOR 434		49.88
	CP00294948	FUEL FOR 482		151.22
	CP00294948	FUEL FOR 413		11.96
			Total for Check Number 35508:	499.53
35509	098952 ARK45152	DAS PROPERTY DISTRIBUTION CENT (5) PERSONAL HYGIENE KITS	01/29/2021	75.00
			Total for Check Number 35509:	75.00
35510	015500 70830347	DE LAGE LANDEN COPIER LEASE PAYMENT 1/15-2/14	01/29/2021	231.00
			Total for Check Number 35510:	231.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
35511	025882 ORSA1162609	FASTENAL N95 MASKS	01/29/2021	594.00
Total for Check Number 35511:				594.00
35512	033975 9765456356	GRAINGER (10) RURAL ADDRESS POSTS	01/29/2021	126.90
Total for Check Number 35512:				126.90
35513	035075 1	HRA VEBA TRUST YA462 HRA/VEBA: JAN	01/29/2021 PR Batch 00003.01.2021 YA4	780.00
Total for Check Number 35513:				780.00
35514	6091837 1 2 3	IAFF LOCAL 1159 LOCAL PAC FUND: JAN IAFF PAC FUND: JAN LOCAL 1159 DUES: JAN	01/29/2021 PR Batch 00003.01.2021 LOC PR Batch 00003.01.2021 IAF PR Batch 00003.01.2021 LOC	6.27 6.27 288.78
Total for Check Number 35514:				301.32
35515	091893 0630534 0630534 0630534	LIFEMAP ASSURANCE CO. PREMIUM INCREASE LIFEMAP: EMPLOYEE CONTRIB.: FEB AD&D/LIFE INS. EMPLOYER CONTIB: FEB	01/29/2021 PR Batch 00003.01.2021 AD& PR Batch 00003.01.2021 LIF PR Batch 00003.01.2021 AD&	11.60 46.25 49.30
Total for Check Number 35515:				107.15
35516	098725 58362	LOCAL GOVERNMENT LAW GROUP P. LEGAL SERVICES DEC	01/29/2021	735.00
Total for Check Number 35516:				735.00
35517	072925 2020211182	METCOM 9-1-1 CREW FORCE	01/29/2021	419.00
Total for Check Number 35517:				419.00
35518	076000 21--0970	OFDDA 2021 MEMBERSHIP DUES	01/29/2021	1,500.00
Total for Check Number 35518:				1,500.00
35519	6091892 U0288787 U0288799	PACER PROPANE PROPANE STA. 8 PROPANE STA. 8 TOP OFF	01/29/2021	304.73 265.00
Total for Check Number 35519:				569.73
35520	6091901 185516	PACIFIC OFFICE AUTOMATION (SALE COPIER PRINTING 12/8-1/8	01/29/2021	39.15
Total for Check Number 35520:				39.15
35521	6091896 5013489321	PACIFIC OFFICE AUTOMATION INC COPIER LEASE 2/1-2/28	01/29/2021	179.01
Total for Check Number 35521:				179.01
35522	081050 236667	PAUL'S POWER EQUIPMENT AND WO (4) CHAINSAW CHAIN/BAR REPLACEMEN'	01/29/2021	286.61

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 35522:	286.61
35523	083200	PORTLAND GENERAL ELECTRIC	01/29/2021	
	0074320000	STAT. 8 ELECTRIC SERV. 12/7-1/7		209.37
	2603340000	STAT. 1 ELECTRIC SERV. 12/7-1/7		1,078.98
	3700411000	STAT. 3 ELECTRIC SERV. 12/7-1/7		57.61
	5974190000	STAT. 9 ELECTRIC SERV. 12/7-1/7		36.57
	8950420000	STAT. 2 ELECTRIC SERV. 12/7-1/7		41.80
			Total for Check Number 35523:	1,424.33
35524	098720	SDIS	01/29/2021	
	03-0052823	LTD: EMPLOYER CONTRIB.: FEB	PR Batch 00003.01.2021 LTD	175.14
	03-0052823	COBRA PREMIUM C. MILES: FEB		755.31
	03-0052823	COBRA PREMIUM G. JENSEN: FEB		1,396.51
	03-0052823	MEDICAL: EMPLOYEE CONTRIB.: FEB	PR Batch 00003.01.2021 MEI	789.00
	03-0052823	MEDICAL: EMPLOYER CONTRIB.: FEB	PR Batch 00003.01.2021 MEI	7,100.97
			Total for Check Number 35524:	10,216.93
35525	027039	SUN LIFE FINANCIAL	01/29/2021	
	930943	930943 LIFE INS. PREMIUM: FEB		432.06
			Total for Check Number 35525:	432.06
35526	200118	TARGETSOLUTIONS LEARNING, LLC	01/29/2021	
	19952	ENTERPRISE SOLUTION RENEWAL 2021		500.00
			Total for Check Number 35526:	500.00
35527	010700	VOYA-OSGP	01/29/2021	
	1	OSGP CONTRIB FOR: 8807		100.00
	2	OSGP CONTRIB FOR: 2738		200.00
	3	OSGP CONTRIB FOR: 2427		2,166.00
	4	OSGP CONTRIB FOR: 1314		2,166.50
			Total for Check Number 35527:	4,632.50
35528	115400	W.S. DARLEY & CO.	01/29/2021	
	17421757	(2) PIKE POLE W/HOOK		130.58
	17423032	(WILDFIRE) PUMP INTAKE FITTING T419		1,595.00
			Total for Check Number 35528:	1,725.58
35529	6091829	WAVE	01/29/2021	
	2601056639301	(7) CONVERTER BOX FEE 1/12-2/11		58.53
			Total for Check Number 35529:	58.53
35530	230918	WIRE WORKS LLC	01/29/2021	
	9058	LIGHT MOUNT EXPANSION & BRACKET 4:		368.08
			Total for Check Number 35530:	368.08
35531	119613	WOODBURN AMBULANCE	01/29/2021	
	1	70 MEMBERSHIPS @ \$35 EA		2,450.00
			Total for Check Number 35531:	2,450.00
35532	6091903	WOODBURN AMBULANCE	01/29/2021	
	20-220411	TRANSPORT FEE		67.61

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 35532:	67.61
			Total for 1/29/2021:	29,699.68
			Report Total (51 checks):	114,860.05

# General Ledger

## Expense vs Budget with Encumbrances

User: candace

Printed: 02/03/21 19:03:38

Period 01 - 07

Fiscal Year 2021

Account Number	Description	Budget	End Bal	Available	% Available
25-1-51001	PERSONNEL	\$ 515,740.00	\$ 246,277.36	\$ 269,462.64	52.25%
25-1-51002	EXTRA PERSONNEL	\$ 1,500.00	\$ -	\$ 1,500.00	100.00%
25-1-51003	WORKERS COMP COVERAGE	\$ 26,000.00	\$ (5,220.64)	\$ 31,220.64	120.08%
25-1-51004	SOCIAL SECURITY	\$ 50,000.00	\$ 35,130.42	\$ 14,869.58	29.74%
25-1-51005	GROUP HEALTH INSURANCE	\$ 126,000.00	\$ 49,706.79	\$ 76,293.21	60.55%
25-1-51006	GROUP LIFE INSURANCE	\$ 15,000.00	\$ 6,379.16	\$ 8,620.84	57.47%
25-1-51007	PERS	\$ 155,000.00	\$ 100,601.71	\$ 54,398.29	35.10%
25-1-51008	UNEMPLOYMENT INSURANCE	\$ 12,500.00	\$ 4,267.74	\$ 8,232.26	65.86%
25-1-51009	OVERTIME	\$ 35,000.00	\$ 91,558.59	\$ (56,558.59)	-161.60%
25-1-51010	VOLUNTEERS	\$ 70,000.00	\$ 119,015.53	\$ (49,015.53)	-70.02%
25-1-51012	MEDICAL SAVINGS PLAN	\$ 12,000.00	\$ 5,460.00	\$ 6,540.00	54.50%
25-1-51013	DIRECTORS EXPENSES	\$ 600.00	\$ -	\$ 600.00	100.00%
<b>PAYROLL RELATED EXP</b>		<b>\$ 1,019,340.00</b>	<b>\$ 653,176.66</b>	<b>\$ 366,163.34</b>	<b>35.92%</b>
25-1-61001	OFFICE SUPPLIES	\$ 3,500.00	\$ 546.48	\$ 2,953.52	84.39%
25-1-61002	DUES AND SUBSCRIPTIONS	\$ 8,500.00	\$ 7,365.42	\$ 1,134.58	13.35%
25-1-61003	CONTRACT SERVICES	\$ 18,000.00	\$ 3,131.27	\$ 14,868.73	82.60%
25-1-61004	TELEPHONE	\$ 16,000.00	\$ 7,149.54	\$ 8,850.46	55.32%
25-1-61005	POSTAGE AND FREIGHT	\$ 1,800.00	\$ 1,583.31	\$ 216.69	12.04%
25-1-61006	UTILITIES	\$ 32,000.00	\$ 20,395.39	\$ 11,604.61	36.26%
25-1-61007	ELECTION EXPENSES	\$ 5,000.00	\$ -	\$ 5,000.00	100.00%
25-1-61008	BUILDING MAINT./JANITORIAL	\$ 15,000.00	\$ 6,566.27	\$ 8,433.73	56.22%
25-1-61009	LGIP FEES	\$ 100.00	\$ 0.40	\$ 99.60	99.60%
25-1-61011	ANNUAL AUDIT	\$ 8,000.00	\$ 7,750.00	\$ 250.00	3.13%
25-1-61012	EMPLOYEE RECOGNITION	\$ 2,500.00	\$ -	\$ 2,500.00	100.00%
25-1-61013	RECRUITING EXPENSE	\$ 1,500.00	\$ 470.80	\$ 1,029.20	68.61%
25-1-61014	TRAINING SUPPLIES	\$ 2,000.00	\$ 56.13	\$ 1,943.87	97.19%
25-1-61015	TRAINING EXPENSE	\$ 30,000.00	\$ 19,260.16	\$ 10,739.84	35.80%
25-1-61016	CONFERENCE EXPENSE	\$ 6,000.00	\$ -	\$ 6,000.00	100.00%
25-1-61017	SHOP EXPENSE	\$ 3,000.00	\$ 588.25	\$ 2,411.75	80.39%
25-1-61018	EMS SUPPLIES	\$ 4,000.00	\$ 2,768.07	\$ 1,231.93	30.80%
25-1-61019	INSURANCE	\$ 50,000.00	\$ 65,516.70	\$ (15,516.70)	-31.03%
25-1-61021	TRAVEL EXPENSE	\$ 5,000.00	\$ 20.13	\$ 4,979.87	99.60%
25-1-61022	EQUIPMENT MAINTENANCE	\$ 6,500.00	\$ 1,248.26	\$ 5,251.74	80.80%
25-1-61023	UNIFORM ALLOWANCE	\$ 7,500.00	\$ 790.49	\$ 6,709.51	89.46%
25-1-61024	FUELS AND LUBRICANTS	\$ 28,000.00	\$ 10,942.50	\$ 17,057.50	60.92%
25-1-61025	RURAL ADDRESSING	\$ 650.00	\$ 126.90	\$ 523.10	80.48%
25-1-61026	RADIO MAINTENANCE	\$ 7,000.00	\$ 2,382.31	\$ 4,617.69	65.97%
25-1-61027	COMPUTER MAINTENANCE	\$ 10,000.00	\$ 1,336.95	\$ 8,663.05	86.63%
25-1-61031	LEGAL SERVICES	\$ 20,000.00	\$ 3,251.71	\$ 16,748.29	83.74%
25-1-61032	FIREFIGHTING CHEMICALS	\$ 1,200.00	\$ -	\$ 1,200.00	100.00%
25-1-61033	APPLIANCES	\$ 4,500.00	\$ -	\$ 4,500.00	100.00%
25-1-61037	ADMINISTRATION SERVICES	\$ 40,000.00	\$ 2,447.80	\$ 37,552.20	93.88%
25-1-61042	SAFETY/PROTECTIVE CLOTHING	\$ 6,000.00	\$ 459.98	\$ 5,540.02	92.33%
25-1-61044	SMALL TOOLS AND EQUIPMENT	\$ 8,500.00	\$ 1,743.80	\$ 6,756.20	79.48%
25-1-61045	HAZMAT SUPPLIES	\$ 500.00	\$ -	\$ 500.00	100.00%

Account Number	Description	Budget	End Bal	Available	% Available
25-1-61050	DISPATCH SERVICES	\$ 81,326.00	\$ 54,934.72	\$ 26,391.28	32.45%
25-1-61055	MEDICAL MEMBERSHIPS	\$ 7,500.00	\$ 6,824.61	\$ 675.39	9.01%
25-1-61056	HEALTH AND WELFARE	\$ 10,000.00	\$ 2,901.89	\$ 7,098.11	70.98%
25-1-61057	VEHICLE MAINTENANCE	\$ 26,000.00	\$ 14,767.21	\$ 11,232.79	43.20%
25-1-61060	MAJOR FIRE LOSS EXPENSE	\$ 500.00	\$ -	\$ 500.00	100.00%
25-1-61063	GRANT EXPENDITURES	\$ 165,000.00	\$ 84,059.17	\$ 80,940.83	49.06%
25-1-61064	EQUIPMENT TESTING	\$ 12,000.00	\$ 7,967.50	\$ 4,032.50	33.60%
25-1-61065	SCBA MAINTENANCE	\$ 2,500.00	\$ 525.96	\$ 1,974.04	78.96%
25-1-61066	INVESTIGATIONS	\$ 500.00	\$ -	\$ 500.00	100.00%
25-1-61070	CONFLAGRATION EXPENSES	\$ 1,200.00	\$ 381.74	\$ 818.26	68.19%
25-1-61092	FIRE PREVENTION SUPPLIES	\$ 1,500.00	\$ -	\$ 1,500.00	100.00%
25-1-61093	FIRE PREVENTION	\$ 1,500.00	\$ 145.00	\$ 1,355.00	90.33%
25-1-61094	HEALTH/MEDICAL	\$ 14,000.00	\$ 1,080.00	\$ 12,920.00	92.29%
25-1-61095	PROTECTIVE EQUIP MAINT	\$ 4,000.00	\$ 325.54	\$ 3,674.46	91.86%
	<b>MATL SUPP &amp; EXP</b>	<b>\$ 679,776.00</b>	<b>\$ 341,812.36</b>	<b>\$ 337,963.64</b>	<b>49.72%</b>
25-1-71001	PROPERTY IMPROVEMENTS MAJOR	\$ 25,000.00	\$ 387.58	\$ 24,612.42	98.45%
25-1-71002	PROTECTIVE EQUIPMENT	\$ 30,000.00	\$ 337.01	\$ 29,662.99	98.88%
25-1-71003	MAJOR EQUIPMENT	\$ 10,000.00	\$ 6,166.46	\$ 3,833.54	38.34%
25-1-71004	COMMUNICATION EQUIPMENT	\$ 8,500.00	\$ 422.25	\$ 8,077.75	95.03%
25-1-71010	EQUIPMENT REPLACEMENT	\$ 8,000.00	\$ -	\$ 8,000.00	100.00%
25-1-71015	HOSE REPLACEMENT	\$ 7,500.00	\$ -	\$ 7,500.00	100.00%
25-1-71138	COMPUTER EXPENSE	\$ 12,000.00	\$ -	\$ 12,000.00	100.00%
25-1-71139	TRAINING EQUIPMENT	\$ 6,000.00	\$ -	\$ 6,000.00	100.00%
	<b>CAPITAL OUTLAY</b>	<b>\$ 107,000.00</b>	<b>\$ 7,313.30</b>	<b>\$ 99,686.70</b>	<b>93.17%</b>
25-1-90001	CONTINGENCIES	\$ 135,000.00	\$ -	\$ 135,000.00	100.00%
	<b>CONTINGENCY</b>	<b>\$ 135,000.00</b>	<b>\$ -</b>	<b>\$ 135,000.00</b>	<b>100.00%</b>
25-5-92006	ENDING FUND BALANCE	\$ 700,000.00	\$ -	\$ 700,000.00	100.00%
	<b>UNAPPROPRIATED</b>	<b>\$ 700,000.00</b>	<b>\$ -</b>	<b>\$ 700,000.00</b>	<b>100.00%</b>
25-1-91025	TRANSFER OUT (FUND 24)	\$ 14,000.00	\$ 14,000.00	\$ -	0.00%
25-1-91026	TRANSFER OUT (FUND 29)	\$ 120,000.00	\$ 120,000.00	\$ -	0.00%
25-1-91027	TRANSFER OUT (FUND 31)	\$ 48,000.00	\$ 48,000.00	\$ -	0.00%
	<b>TRANSFER OUT</b>	<b>\$ 182,000.00</b>	<b>\$ 182,000.00</b>	<b>\$ -</b>	<b>0.00%</b>
25-1-93001	LEASE PRINCIPAL	\$ 49,550.00	\$ 49,548.39	\$ 1.61	0.00%
25-1-93002	LEASE INTEREST	\$ 3,928.00	\$ 3,928.00	\$ -	0.00%
	<b>DEBT SERVICE</b>	<b>\$ 53,478.00</b>	<b>\$ 53,476.39</b>	<b>\$ 1.61</b>	<b>0.00%</b>
<b>Expense Total</b>		<b>\$ 2,876,594.00</b>	<b>\$ 1,237,778.71</b>	<b>\$ 1,638,815.29</b>	<b>56.97%</b>

## BANK ACCOUNT BALANCE COMPARISON

<u>November 30, 2019</u>		<u>November 30, 2020</u>	
Columbia Bank Checking	\$ 337,693.09	Columbia Bank Checking	\$ 446,915.80
Columbia Bank MM	\$ 72,352.00	Columbia Bank MM	\$ 210,273.01
Local Gov't Pool	\$ 2,443,552.03	Local Gov't Pool	\$ 2,061,607.88
<b>Sub Total</b>	<b>\$ 2,853,597.12</b>	<b>Sub Total</b>	<b>\$ 2,718,796.69</b>
<b><i>OPERATING BUDGET AHEAD -\$134,800.43</i></b>			
2015 Bond	\$ 290,418.19	2015 Bond	\$ 113,638.26
<b>Grand Total</b>	<b>\$ 3,144,015.31</b>	<b>Grand Total</b>	<b>\$ 2,832,434.95</b>
<b>OVERALL AHEAD -\$311,580.36</b>			

<u>December 31, 2019</u>		<u>December 31, 2020</u>	
Columbia Bank Checking	\$ 65,377.44	Columbia Bank Checking	\$ 229,310.65
Columbia Bank MM	\$ 107,932.86	Columbia Bank MM	\$ 356,429.63
Local Gov't Pool	\$ 2,319,392.88	Local Gov't Pool	\$ 1,999,128.40
<b>Sub Total</b>	<b>\$ 2,492,703.18</b>	<b>Sub Total</b>	<b>\$ 2,584,868.68</b>
<b><i>OPERATING BUDGET AHEAD \$92,165.50</i></b>			
2015 Bond	\$ 290,511.70	2015 Bond	\$ 113,645.96
<b>Grand Total</b>	<b>\$ 2,783,214.88</b>	<b>Grand Total</b>	<b>\$ 2,698,514.64</b>
<b>OVERALL AHEAD -\$84,700.24</b>			

<u>January 31, 2020</u>		<u>January 31, 2021</u>	
Columbia Bank Checking	\$ 120,074.42	Columbia Bank Checking	\$ 74,803.23
Columbia Bank MM	\$ 110,547.07	Columbia Bank MM	\$ 259,910.86
Local Gov't Pool	\$ 2,187,575.08	Local Gov't Pool	\$ 2,025,124.10
<b>Sub Total</b>	<b>\$ 2,418,196.57</b>	<b>Sub Total</b>	<b>\$ 2,359,838.19</b>
<b><i>OPERATING BUDGET AHEAD -\$58,358.38</i></b>			
2015 Bond	\$ 290,607.22	2015 Bond	\$ 113,652.11
<b>Grand Total</b>	<b>\$ 2,708,803.79</b>	<b>Grand Total</b>	<b>\$ 2,473,490.30</b>
<b>OVERALL AHEAD -\$235,313.49</b>			



## 2020 CONFLAGRATIONS (Snap Shot)

	AMOUNT REQUESTED	REIMB. PERSONNEL	REIMB. EXPENSES	BALANCE
* <i>MOSIER CREEK</i>	\$ 10,273.42	\$ 5,060.72	\$ -	\$ 5,212.70
* <i>MEACHAM COMPLEX</i>	\$ 21,213.15	\$ 10,652.76	\$ 113.80	\$ 10,446.59
<i>LNU COMPLEX</i>	\$ 70,187.93	\$ 53,001.71	\$ 735.95	\$ 16,450.27
<i>GREEN RIDGE</i>	\$ 19,010.89	\$ 9,573.99	\$ -	\$ 9,436.90
<i>BEACHIE CREEK</i>	\$ 60,744.36	\$ 66,841.67	\$ -	\$ (6,097.31)
<i>SLATER</i>	\$ 38,320.88	\$ 23,289.18	\$ 79.33	\$ 14,952.37
<i>N. CASCADES</i>	\$ 20,392.89	\$ 10,586.27	\$ 19.22	\$ 9,787.40
<i>HOLIDAY</i>	\$ 15,729.83	\$ 14,620.89	\$ 39.46	\$ 1,069.48
<i>ECHO</i>	\$ 11,487.90	\$ 5,671.34	\$ -	\$ 5,816.56
* <i>ARCHIE</i>	\$ 10,605.14	\$ 5,478.00	\$ -	\$ 5,127.14
<b>TOTALS</b>	<b>\$ 277,966.39</b>	<b>\$ 204,776.52</b>	<b>\$ 987.76</b>	<b>\$ 72,202.11</b>

\* Denotes conflagration that have been reimbursed by OSFM or ODF

The District currently has three additional conflagrations that are not reflected in this snap shot.

The District is in the process of applying for additional FEMA funding that may reimburse salaries for staff and volunteers, materials and equipment purchased during the course of the declared emergency. In addition to FEMA, the Oregon State Fire Marshals Office has additional funding available to reimburse Districts for response calls associated with the Beachie Creek, North Cascade Complex and Riverside wildfires.



# SILVERTOWN FIRE DISTRICT

## 2021 – 2022

### BUDGET CALENDAR

February 9, 2021

<b>Appoint Budget Officer</b> .....	<b>*February 09, 2021</b>
<b>Appoint Budget Committee</b> .....	<b>*March 09, 2021</b>
<b>Approve 2021-2022 Budget Calendar</b> .....	<b>*February 09, 2021</b>
<b>Publish Notice of Budget Committee Meeting</b> .....	<b>April 28, 2021</b>
<i>(5 to 30 days before the meeting: April 21<sup>st</sup> at 4pm)</i>	
<b>Budget Committee Meeting</b> .....	<b>May 18, 2021</b>
<b>Budget Committee Meeting</b> .....	<b>May 20, 2021</b>
<i>(If necessary)</i>	
<b>Publish Notice of Budget Hearing &amp; Summary</b> .....	<b>May 26, 2021</b>
<i>(5 to 30 days before the hearing: May 19<sup>th</sup> at 4pm)</i>	
<b>Hold Public Budget Hearing &amp; Adopt Budget</b> .....	<b>*June 15, 2021</b>
<b>Enact Resolutions</b> .....	<b>*June 15 2021</b>
<i>Adopt budget &amp; make appropriations</i>	
<i>Impose &amp; categorize taxes</i>	
<b>Submit Tax Certification to Assessor(s)/Clerk(s) Office</b> .....	<b>July 12, 2021</b>
<i>(All 2021-2022 Budget &amp; Resolutions)</i>	

**\* Denotes days of regular Board of Director meetings**

**Publishing Dates:** April 21<sup>st</sup> for April 28<sup>th</sup> Notice of Budget Committee Meeting  
*(Publish once in paper & on website at least 10 days prior per change in ORS 294.401(5))*

May 19<sup>th</sup> for May 26<sup>th</sup> Notice of Hearing & Summary