

SILVERTON FIRE DISTRICT AGENDA

AGENDA CLOSSES AT 4:00 P.M., MONDAY, PRECEDING SCHEDULED MEETING.
REGULAR BOARD MEETING, January 11, 2021 at 7:00 P.M.
Scotts Mills Station # 8 Video Conference

Join Zoom Meeting:

<https://us02web.zoom.us/j/89680595453?pwd=UFdlNjJRWnJyM1M1bno3UEdHZXFCZz09>

Meeting ID: 896 8059 5453

Passcode: 651899

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 December 14, 2021

V. OPEN FORUM

a) Association Announcements
b) Staff Announcements

VI. OLD BUSINESS:

a) SDAO Conference
b)

VII. FINANCE OFFICER'S REPORT:

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

VIII. CHIEF'S REPORT:

a) Conflagration Reimbursement Update
b) Strategic Plan Update
c) Chromebooks
d) District Right-Of-Way
e) Operational Guidelines
f) Training Report
g) Call Response Data
h) Recruiting/Retention Report
i) Fire Prevention Report

SILVERTON FIRE DISTRICT AGENDA

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IX. NEW BUSINESS:

- a) Review 2022-2023 Budget Calendar
- b) Review 2022-2023 Budget Committee

X. ITEMS PENDING:

- a)

XI. EXECUTIVE SESSION:

- a) **ORS 192.660,(2),(i)** To review and evaluate the employment-related performance of the chief executive officer of any public body, a public officer, employee or staff member who does not request an open hearing.

XII. GOOD OF THE ORDER:

XIII. ADJOURNMENT:

SILVERTON FIRE DISTRICT

MINUTES

DRAFTED FOR APPROVAL, SUBJECT TO CHANGE AND OR CORRECTION

REGULAR BOARD MEETING 7:00 P.M. December 14, 2021
Silverton Fire District Station #1 (Silverton)

I. ROLL CALL:

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

Ryan Bielenberg, Director (*via Zoom*)
Dixon Bledsoe, Director

ABSENT:

All Directors present.

IN ATTENDANCE:

AC Grambusch, Office Administrator Cantu, BC Terhaar (*via Zoom*), FF. Crawford (*via Zoom*), Lt. Dandeneau, Kori Sarrett Accuity, LLC (*via Zoom*)

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

IV. APPROVAL OF MINUTES OF:

a) Regular Board Meeting Minutes

Director Bledsoe made a motion to approve minutes as written of the November 9, 2021 board meeting. Secretary Treasurer Mengucci seconded the motion. The motion carried unanimously.

V. OPEN FORUM:

a) Association Announcements

Lt. Dandeneau expressed his gratitude with the volunteers, family, friends, high school students, and Troop 485 for their assistance with the toy and food drive porch pick up on December 4th & 5th. Lt. Dandeneau reported that the District delivered over 7500lbs of food to SACA on December 6th and delivered toys to the Zenith Women's Tree of Giving on December 12th. Lt. Dandeneau stated that the food and toy drive ends December 23rd. Lt. Dandeneau reported that the Silverton FF Association re-elected the same officers with one change, Lt. Palmer resigned his position as Secretary-Treasurer.

b) Staff Announcements

No reports were provided during staff announcements.

VI. OLD BUSINESS:

No discussion of old business at this meeting.

VII. FINANCE OFFICER'S REPORT:

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

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

X. CHIEF'S REPORT

a) 20-21 Audit Presentation by Accuity, LLC

Kori Sarrett from Accuity, LLC presented the 20-21 financial statement to the Board. Mrs. Sarrett stated that the audit revealed two incidents where the District did not follow proper procedure for purchases over \$10,000. Mrs. Sarrett reported that the purchases were emergent in nature and could be avoided in the future by approving such purchases during an emergency board meeting within 30 days of the expenditure. Mrs. Sarrett was happy to report that the District had \$573,000 in the Reserve fund and had 1.4 million in Ending Fund Balance, which reflected diligent budgeting and stewardship. Mrs. Sarrett stated from an auditor's perspective, the financial health of the District was where it needed to be. Director Bielenberg inquired as to whether the District would have any penalties assessed for not going out to bid for expenditures that were over \$10,000. Mrs. Sarrett replied that penalties would not be assessed however a vendor could potentially seek legal ramifications for not getting the opportunity to bid on the project.

b) December Activities

AC Grambusch reported that L408 was still in the shop for heat damage repair from the October 9th grain elevator fire in Mt. Angel and that Santa was chauffeured to Town Square Park to light the City's Christmas tree via Buttercup, the District's 1928 Pirsch fire engine. AC Grambusch expressed gratitude on behalf of the District to Power Chevrolet and mechanic Casey Bergerson in Sublimity for putting in time and material to get Buttercup running. AC Grambusch expressed his appreciation with volunteers, Cub Scout Troop 485, and a group of 20 high school students that assisted with the toy and food drive porch pickup and boxing. AC Grambusch reported that the District had a convoy of fire apparatus escort a trailer full of toys to the Silverton Zenith Women's Club Tree of Giving program at the Emmanuel Lutheran Church on December 12th.

c) Strategic Plan Update

AC Grambusch reported that the Strategic Plan Survey link is active through December 17th and was sent to all volunteers, staff, Directors, Mayor of Scotts Mills, and the Silverton City Manager. AC Grambusch stated that the planning team was still being generated and requested if the Board had additional names they would like to add on the committee. AC Grambusch expressed the urgency to have names ASAP in order for the consultant, Steve Abel, to assemble materials and notebooks.

XI. NEW BUSINESS:

a) Board Handbook Section 500 Review

AC Grambusch reported that President Von Flue had requested minor edits to Policy 502 and requested that additional edits please be sent as soon as possible. Vice President Palmer inquired whether the Table of Contents would be updated. AC Grambusch confirmed that it would as well as the numbering sequence.

b) SDAO Conference

President Von Flue reviewed details of the conference with the Board and stated that Directors who would like to attend contact Office Administrator Cantu.

XII. ITEMS PENDING:

No pending items were discussed at this board meeting.

XIII. GOOD OF THE ORDER:

Vice President Palmer expressed her sincere gratitude with the Fire District for their support year after year with the tree lighting.

Office Administrator Cantu inquired whether the Board would like to continue board meetings in person as well as zoom. The Board agreed to continue the board meetings in person and zoom.

XIII. ADJOURNMENT:

With no further business to come before the Board, the meeting was adjourned at 7:31 p.m.

Approved this _____ day of _____, 2021.

President

Minutes recorded and prepared by Candace Cantu

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Accounts Payable

Checks by Date - Detail by Check Date

User: candace
 Printed: 1/6/2022 11:57 AM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
36025	001098 1765.00	ADVANCE DESIGN SYSTEMS, INC. IT SUPPORT NOVEMBER	12/15/2021	1,765.00
Total for Check Number 36025:				1,765.00
36026	6091910	AMAZON CAPITAL SERVICES	12/15/2021	
	IDVVXKP14TDW	BALL HITCH		27.95
	IDVVXKP14TDW	ZIP TIES		5.49
	IDVVXKP14TDW	PAPERLESS CALCULATOR		61.60
	IDVVXKP14TDW	BLUE PRINT STORAGE		94.02
	IDVVXKP14TDW	TARP KIT FOR 485 & 495 MT. FIRE		39.99
	IDVVXKP14TDW	LIGHT BAR		39.98
	IDVVXKP14TDW	EMR BOOKS		303.80
	IDVVXKP14TDW	SPEAKERS		19.99
	IDVVXKP14TDW	SURGE PROTECTOR		15.66
	IDVVXKP14TDW	DESK MAT		29.99
	IDVVXKP14TDW	TRIPOD		32.20
	IDVVXKP14TDW	2 COMPUTER UPS		128.74
	IDVVXKP14TDW	WALL MOUNT		25.99
	IDVVXKP14TDW	HARDWARE FOR WALL MOUNT		5.79
Total for Check Number 36026:				831.19
36027	6091912 21-010	BRASS ROOTS TRAINING SOLUTIONS TRAINING: NOV	12/15/2021	1,650.00
Total for Check Number 36027:				1,650.00
36028	010185	CARDMEMBER SERVICE	12/15/2021	
	1139	ACADEMY INTERVIEW PANEL		54.42
	1139	ACADEMY INTERVIEW PANEL		74.95
	2503	GLUCOSE METER		75.51
	2503	(COVID) ZOOM SUBSCRIPTION		14.99
	2503	DINNER FOR ASSESSMENT CENTER PANE		71.39
	2503	CANDY FOR GOBLIN WALK		28.00
	2675	(2) EMR BOOKS		154.00
	2675	HP WORK STATION		599.99
	2675	CALL CENTRIC NOV		39.80
	2675	CALL CENTRIC OCT		39.80
	4845	419 TANK REPAIR COATING		192.69
	8105	WIX WEBSITE ANNUAL RENEWAL		168.00
	8105	(COVID) ZOOM SUBSCRIPTION		14.99
	9000	EMT RE-CERT M. HUGHES		110.00
	9000	(2) HAIX BOOTS		609.95
Total for Check Number 36028:				2,248.48
36029	010172 00347372 00347372	CARSON OIL COMPANY FUEL FOR 423 FUEL FOR 432	12/15/2021	47.02 117.79

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	00347372	FUEL FOR 402		51.40
	00347372	FUEL FOR 400		62.56
	00347372	FUEL FOR 482		176.69
	00347372	FUEL FOR 401		53.32
	644051	BULK DIESEL 193 GAL @ 3.3013 EA		637.17
Total for Check Number 36029:				1,145.95
36030	096998	CITY OF SILVERTON	12/15/2021	
	5.05070.0	WATER USAGE AT STAT. 1 11/17		274.33
	5.05071.0	WATER USAGE STAT. 1 MAINT BAY 11/17		52.13
Total for Check Number 36030:				326.46
36031	011008	CLACKAMAS DIST FIRE DEFENSE	12/15/2021	
	21-012	2021 FIRE DEFENSE DUES		100.00
Total for Check Number 36031:				100.00
36032	031205	CLEM J. BUTSCH INSURANCE	12/15/2021	
	4023	VOL ACC. & SICK POLICY FINAL		1,865.00
Total for Check Number 36032:				1,865.00
36033	6091905	CORPORATE SECURITY SERVICES INC	12/15/2021	
	43029	(1) PRE-EMPLOY BACKGRND CK		61.50
	43030	(1) PRE-EMPLOY BACKGRND CK		61.50
	43042	(1) PRE-EMPLOY BACKGRND CK		96.50
	43044	(1) PRE-EMPLOY BACKGRND CK		86.50
	43045	(1) PRE-EMPLOY BACKGRND CK		78.50
	43046	(1) PRE-EMPLOY BACKGRND CK		61.50
	43048	(1) PRE-EMPLOY BACKGRND CK		78.50
Total for Check Number 36033:				524.50
36034	015500	DE LAGE LANDEN	12/15/2021	
	74654650	COPIER LEASE PAYMENT 12/15-1/14		231.00
Total for Check Number 36034:				231.00
36035	015880	DEPT. OF MOTOR VEHICLES	12/15/2021	
	114139024	(9) DMV REPORT FEE		27.00
Total for Check Number 36035:				27.00
36036	032005	G & G AUTO CARE SUPPLY, INC.	12/15/2021	
	270267	AQUAPEL FOR APPARATUS		62.97
Total for Check Number 36036:				62.97
36037	033000	GOVERNMENT ETHICS COMMISION	12/15/2021	
	AIE15140	ANNUAL ETHIC COMMISSION 7/21-6/22		548.82
Total for Check Number 36037:				548.82
36038	097300	HI-SCHOOL PHARMACY #1178	12/15/2021	
	SILFIRED	WELDER EXTENSION CORD		15.99
	SILFIRED	HARDWARE FOR WELDER		13.09
	SILFIRED	MATERIAL FOR STRIP COATING OFF T419		30.97
	SILFIRED	MATERIAL FOR PAINT T419 TANK		20.95
	SILFIRED	MATERIAL FOR PAINT T419 TANK		25.97
	SILFIRED	HARDWARE FOR CRIBBING 415		26.54

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	SILFIRED	SECURITY BIT SET		14.99
	SILFIRED	SECURITY BIT SET		14.99
Total for Check Number 36038:				163.49
36039	037800 00073	HOME PLACE PIZZA FOR FOOD & TOY DRIVE CREW	12/15/2021	253.20
Total for Check Number 36039:				253.20
36040	076550 536352 536352	HUNTINGTON PUBLIC CAPITAL CORE E415 LEASE INTEREST #9 E415 LEASE PRINCIPAL #9	12/15/2021	2,651.39 50,825.00
Total for Check Number 36040:				53,476.39
36041	6091919 1	JAMES TOLMACHOFF GROCERY REIMB FOR SILVERTON FF ASS	12/15/2021	122.61
Total for Check Number 36041:				122.61
36042	6091891 512281 519327	KILLERS PEST CONTROL SALEM PEST CONTROL SERVICE PEST CONTROL SERVICE	12/15/2021	30.00 175.00
Total for Check Number 36042:				205.00
36043	070463 50447 50447	NATIONAL HOSE TESTING SPECIALTI ANNUAL FIRE LADDER TESTING ANNUAL FIRE HOSE TESTING	12/15/2021	1,557.50 6,475.50
Total for Check Number 36043:				8,033.00
36044	073835 2131306	NORTHWEST SAFETY CLEAN (1) TURNOUT COAT & PANT REPAIR	12/15/2021	233.06
Total for Check Number 36044:				233.06
36045	073800 2980399	NW NATURAL STAT. 1 SERVICE DATES 11/3-12/6	12/15/2021	448.69
Total for Check Number 36045:				448.69
36046	6091901 792762 822955	PACIFIC OFFICE AUTOMATION (SALE DOCUMENT PRINTS 10/7-11/7 DOCUMENT PRINTS 11/7-12/7	12/15/2021	113.47 104.84
Total for Check Number 36046:				218.31
36047	6091920 1	PHIL SOWA REIMB. FOR FLASHING STA. 1	12/15/2021	61.83
Total for Check Number 36047:				61.83
36048	083200 0074320000 2603340000 3700411000 5974190000 8950420000	PORTLAND GENERAL ELECTRIC STAT. 8 ELECTRIC SERV. 11/5-12/8 STAT. 1 ELECTRIC SERV. 11/5-12/8 STAT. 3 ELECTRIC SERV. 11/5-12/8 STAT. 9 ELECTRIC SERV. 11/5-12/8 STAT. 2 ELECTRIC SERV. 11/3-12/6	12/15/2021	192.84 1,148.80 55.53 34.46 32.19
Total for Check Number 36048:				1,463.82

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
36049	092090	REPUBLIC SERVICES #456	12/15/2021	
	0456003227605	STAT. 1 GARBAGE SERV. 11/1-11/30		182.25
	0456003228721	STAT. 8 GARBAGE SERV. 11/1-11/30		30.14
Total for Check Number 36049:				212.39
36050	6091921	ROBERT L. GELDER	12/15/2021	
	12377	HOSEBED COVER RPLCMNT MT. ANGEL F		1,695.00
Total for Check Number 36050:				1,695.00
36051	096976	SILVER CREEK AUTO PARTS, INC.	12/15/2021	
	21570	WINDOW REPAIR E405 MT. ANGEL FIRE		20.44
	21570	ANTIFREEZE		38.36
	21570	PRIMER T419		10.26
	21570	BATTERY FOR BUTTERCUP		129.97
	21570	BATTERY FOR 402		118.45
	21570	OIL 482		45.42
	21570	FUSE & WIRE		86.50
	21570	SHOP TOWELS		74.70
	21570	LUBE, PRE-MIX, FUEL FILTER		163.50
	21570	OIL 482		42.74
	21570	GREASE		17.24
	21570	FILTERS		9.25
	21570	FUEL FILTER		9.25
Total for Check Number 36051:				766.08
36052	190604	STAYTON FIRE DISTRICT	12/15/2021	
	21391	ESO FIRE REPORTING PROGRAM		7,653.58
Total for Check Number 36052:				7,653.58
36053	200118	TARGETSOLUTIONS LEARNING, LLC	12/15/2021	
	Q148493	ENTERPRISE RENEWAL 2022		500.00
Total for Check Number 36053:				500.00
36054	077200	TRUE NORTH EMER EQ	12/15/2021	
	A09948	INNER & OUTER COVER 405 MT. ANGEL FI		260.52
Total for Check Number 36054:				260.52
36055	230918	WIRE WORKS LLC	12/15/2021	
	10558	VEHCILE LIGHT REPAIR FOR E415 MT. AN		1,968.14
Total for Check Number 36055:				1,968.14
36056	119609	WITHERS LUMBER	12/15/2021	
	2111629051	PLYWOOD TO MOUNT TV STA. 8		72.22
Total for Check Number 36056:				72.22
36057	232118	WURDINGER MANUFACTURING & FA	12/15/2021	
	63078	MATERIAL FOR TANK 419 REPAIR		122.08
Total for Check Number 36057:				122.08
36058	034015	ZIPLY FIBER	12/15/2021	
	11/25-12/24 RL	503-001-0586-110204-5		25.61
	11/25-12/24 ST1	503-873-2805-070997-5		179.56
	11/25-12/24 ST3	503-873-3190-062193-5		57.17

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	11/25-12/24 ST8	503-873-6215-090168-5		79.93
	11/25-12/24 ST9	503-873-5645-012395-5		57.17
	11/25-12/24STA2	503-873-5097-071291-5		63.70
Total for Check Number 36058:				463.14
Total for 12/15/2021:				89,718.92
36059	010172 00350760 654891	CARSON OIL COMPANY FUEL FOR 421 BULK OIL 55GAL @ 12.65 EA	12/28/2021	18.20 751.03
Total for Check Number 36059:				769.23
36060	6091905 43067 43073 43079	CORPORATE SECURITY SERVICES INC (1) PRE-EMPLOY BACKGRND CK (1) PRE-EMPLOY BACKGRND CK (1) PRE-EMPLOY BACKGRND CK	12/28/2021	61.50 61.50 99.50
Total for Check Number 36060:				222.50
36061	6091816 4204	DANIEL EARL WILGUS (5) GAS FURNACE MAINT STA. 1	12/28/2021	1,018.00
Total for Check Number 36061:				1,018.00
36062	033975 9152727864	GRAINGER BLEACH, TISSUE, CLOTH	12/28/2021	127.72
Total for Check Number 36062:				127.72
36063	035075 1	HRA VEBA TRUST YA462 HRA/VEBA: DEC	12/28/2021 PR Batch 00002.12.2021 YA4	1,400.00
Total for Check Number 36063:				1,400.00
36064	091893 0719257 0719257	LIFEMAP ASSURANCE CO. AD&D/LIFE INS. EMPLOYER CONTIB: JAN LIFEMAP: EMPLOYEE CONTRIB.: JAN	12/28/2021 PR Batch 00002.12.2021 AD& PR Batch 00002.12.2021 LIF	56.20 48.35
Total for Check Number 36064:				104.55
36065	065870 A427412	MARC NELSON OIL PRODUCTS BULK DIESEL 294GAL @ 3.32904 EA	12/28/2021	978.73
Total for Check Number 36065:				978.73
36066	072925 2021221162	METCOM 9-1-1 DISPATCH SERV. FEE FOR JAN	12/28/2021	7,441.43
Total for Check Number 36066:				7,441.43
36067	6091911 1	RYAN BREITBACH TUITION REIMB. FALL TERM	12/28/2021	1,560.00
Total for Check Number 36067:				1,560.00
36068	098720 03-0052823 030052823 030052823	SDIS COBRA PREMIUM C. MILES: JAN MEDICAL: EMPLOYEE CONTRIB.: JAN MEDICAL: EMPLOYER CONTRIB.: JAN	12/28/2021 PR Batch 00002.12.2021 MEI PR Batch 00002.12.2021 MEI	756.43 1,117.92 10,061.25

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	030052823	LTD; EMPLOYER CONTRIB. : JAN	PR Batch 00002.12.2021 LTD	207.83
			Total for Check Number 36068:	12,143.43
36069	027039 930943	SUN LIFE FINANCIAL 930943 LIFE INS. PREMIUM: JAN	12/28/2021	195.43
			Total for Check Number 36069:	195.43
36070	201523 1	TOWNSHIP HEALTH DPC (5) FF PHYSICAL	12/28/2021	1,350.00
			Total for Check Number 36070:	1,350.00
36071	077200 A10171 A10237	TRUE NORTH EMER EQ LADDER GUARD CORNER CAPS T419 CONFLAG FIRE DAM/	12/28/2021	99.56 101.44
			Total for Check Number 36071:	201.00
36072	112435 9894130955 9894130955 9894130955 9894130955 9894130955 9894130955 9894130955 9894130955 9894130955 9894130955 9894130955 9894130955 9894130955	VERIZON WIRELESS B. MILES CELL SERV.: 12/2-1/1 E. GRAMBUSCH CELL SERV.: 12/2-1/1 K. VEIT CELL SERV.: 12/2-1/1 K. MILLER CELL SERV.: 12/2-1/1 M. HUGHES CELL SERV.: 12/2-1/1 C. CANTU CELL SERV.: 12/2-1/1 I. PETERSON CELL SERV.: 12/2-1/1 NORTH BC IPAD SERV.:12/2-1/1 FC IPAD SERV.:12/2-1/1 415 IPAD SERV.: 12/2-1/1 404 IPAD SERV.:12/2-1/1	12/28/2021	44.17 44.17 44.17 44.17 44.17 44.17 44.17 40.01 40.01 40.01 40.01 40.01 40.01
			Total for Check Number 36072:	469.23
36073	010700 1 2 3 4	VOYA-OSGP OSGP CONTRIB FOR: 2427 OSGP CONTRIB FOR: 8807 OSGP CONTRIB FOR: 1314 OSGP CONTRIB FOR: 2738	12/28/2021	2,166.00 100.00 2,166.50 200.00
			Total for Check Number 36073:	4,632.50
36074	6091829 12/12-1/11	WAVE 056639301-0008873 CONV. BOX	12/28/2021	102.75
			Total for Check Number 36074:	102.75
			Total for 12/28/2021:	32,716.50
			Report Total (50 checks):	122,435.42

General Ledger

Expense vs Budget with Encumbrances

User: candace
 Printed: 01/06/22 11:56:10
 Period 01 - 06
 Fiscal Year 2022

Account Number	Description	Budget	End Bal	Available	% Available
25-1-51001	PERSONNEL	\$ 550,000.00	\$ 237,233.12	\$ 312,766.88	56.87%
25-1-51002	EXTRA PERSONNEL	\$ 1,500.00	\$ -	\$ 1,500.00	100.00%
25-1-51003	WORKERS COMP COVERAGE	\$ 26,000.00	\$ 19,547.13	\$ 6,452.87	24.82%
25-1-51004	SOCIAL SECURITY	\$ 52,000.00	\$ 30,527.23	\$ 21,472.77	41.29%
25-1-51005	GROUP HEALTH INSURANCE	\$ 175,000.00	\$ 55,316.31	\$ 119,683.69	68.39%
25-1-51006	GROUP LIFE INSURANCE	\$ 16,000.00	\$ 5,477.56	\$ 10,522.44	65.77%
25-1-51007	PERS	\$ 172,000.00	\$ 80,024.25	\$ 91,975.75	53.47%
25-1-51008	UNEMPLOYMENT INSURANCE	\$ 1,200.00	\$ -	\$ 1,200.00	100.00%
25-1-51009	OVERTIME	\$ 35,000.00	\$ 49,012.54	\$ (14,012.54)	-40.04%
25-1-51010	VOLUNTEERS	\$ 70,000.00	\$ 114,054.05	\$ (44,054.05)	-62.93%
25-1-51012	MEDICAL SAVINGS PLAN	\$ 19,200.00	\$ 7,400.00	\$ 11,800.00	61.46%
25-1-51013	DIRECTORS EXPENSES	\$ 600.00	\$ -	\$ 600.00	100.00%
PAYROLL RELATED EXP		\$ 1,118,500.00	\$ 598,592.19	\$ 519,907.81	46.48%
25-1-61001	OFFICE SUPPLIES	\$ 3,500.00	\$ 940.70	\$ 2,559.30	73.12%
25-1-61002	DUES AND SUBSCRIPTIONS	\$ 9,000.00	\$ 4,249.63	\$ 4,750.37	52.78%
25-1-61003	CONTRACT SERVICES	\$ 18,000.00	\$ 11,827.62	\$ 6,172.38	34.29%
25-1-61004	TELEPHONE	\$ 20,000.00	\$ 5,730.78	\$ 14,269.22	71.35%
25-1-61005	POSTAGE AND FREIGHT	\$ 2,000.00	\$ 2,129.28	\$ (129.28)	-6.46%
25-1-61006	UTILITIES	\$ 36,000.00	\$ 15,576.85	\$ 20,423.15	56.73%
25-1-61007	ELECTION EXPENSES	\$ 5,200.00	\$ 6,711.40	\$ (1,511.40)	-29.07%
25-1-61008	BUILDING MAINT./JANITORIAL	\$ 16,000.00	\$ 5,850.43	\$ 10,149.57	63.43%
25-1-61009	LGIP FEES	\$ 100.00	\$ 0.20	\$ 99.80	99.80%
25-1-61011	ANNUAL AUDIT	\$ 8,200.00	\$ 7,750.00	\$ 450.00	5.49%
25-1-61012	EMPLOYEE RECOGNITION	\$ 2,500.00	\$ 1,743.50	\$ 756.50	30.26%
25-1-61013	RECRUITING EXPENSE	\$ 1,500.00	\$ 988.60	\$ 511.40	34.09%
25-1-61014	TRAINING SUPPLIES	\$ 2,000.00	\$ 495.14	\$ 1,504.86	75.24%
25-1-61015	TRAINING EXPENSE	\$ 30,000.00	\$ 8,614.09	\$ 21,385.91	71.29%
25-1-61016	CONFERENCE EXPENSE	\$ 6,000.00	\$ -	\$ 6,000.00	100.00%
25-1-61017	SHOP EXPENSE	\$ 3,000.00	\$ 1,058.57	\$ 1,941.43	64.71%
25-1-61018	EMS SUPPLIES	\$ 5,000.00	\$ 1,967.20	\$ 3,032.80	60.66%
25-1-61019	INSURANCE	\$ 70,000.00	\$ -	\$ 70,000.00	100.00%
25-1-61021	TRAVEL EXPENSE	\$ 2,500.00	\$ 144.00	\$ 2,356.00	94.24%
25-1-61022	EQUIPMENT MAINTENANCE	\$ 6,500.00	\$ 646.59	\$ 5,853.41	90.05%
25-1-61023	UNIFORM ALLOWANCE	\$ 7,500.00	\$ 380.60	\$ 7,119.40	94.93%
25-1-61024	FUELS AND LUBRICANTS	\$ 28,000.00	\$ 14,256.91	\$ 13,743.09	49.08%
25-1-61025	RURAL ADDRESSING	\$ 650.00	\$ 222.95	\$ 427.05	65.70%
25-1-61026	RADIO MAINTENANCE	\$ 7,500.00	\$ 728.94	\$ 6,771.06	90.28%
25-1-61027	COMPUTER MAINTENANCE	\$ 10,000.00	\$ 4,500.00	\$ 5,500.00	55.00%
25-1-61031	LEGAL SERVICES	\$ 20,000.00	\$ 588.00	\$ 19,412.00	97.06%
25-1-61032	FIREFIGHTING CHEMICALS	\$ 1,200.00	\$ -	\$ 1,200.00	100.00%
25-1-61033	APPLIANCES	\$ 4,500.00	\$ 1,695.00	\$ 2,805.00	62.33%
25-1-61037	ADMINISTRATION SERVICES	\$ 40,000.00	\$ 3,805.72	\$ 36,194.28	90.49%
25-1-61042	SAFETY/PROTECTIVE CLOTHING	\$ 6,000.00	\$ 1,837.88	\$ 4,162.12	69.37%
25-1-61044	SMALL TOOLS AND EQUIPMENT	\$ 8,500.00	\$ 547.72	\$ 7,952.28	93.56%
25-1-61045	HAZMAT SUPPLIES	\$ 500.00	\$ -	\$ 500.00	100.00%
25-1-61050	DISPATCH SERVICES	\$ 89,300.00	\$ 52,895.87	\$ 36,404.13	40.77%

Account Number	Description	Budget	End Bal	Available	% Available
25-1-61055	MEDICAL MEMBERSHIPS	\$ 7,500.00	\$ 3,717.00	\$ 3,783.00	50.44%
25-1-61056	HEALTH AND WELFARE	\$ 10,000.00	\$ 5,490.65	\$ 4,509.35	45.09%
25-1-61057	VEHICLE MAINTENANCE	\$ 35,000.00	\$ 21,389.89	\$ 13,610.11	38.89%
25-1-61060	MAJOR FIRE LOSS EXPENSE	\$ 400.00	\$ -	\$ 400.00	100.00%
25-1-61063	GRANT EXPENDITURES	\$ 165,000.00	\$ -	\$ 165,000.00	100.00%
25-1-61064	EQUIPMENT TESTING	\$ 15,000.00	\$ 8,033.00	\$ 6,967.00	46.45%
25-1-61065	SCBA MAINTENANCE	\$ 2,500.00	\$ 237.99	\$ 2,262.01	90.48%
25-1-61066	INVESTIGATIONS	\$ 500.00	\$ -	\$ 500.00	100.00%
25-1-61070	CONFLAGRATION EXPENSES	\$ 1,200.00	\$ 1,873.93	\$ (673.93)	-56.16%
25-1-61092	FIRE PREVENTION SUPPLIES	\$ 1,500.00	\$ -	\$ 1,500.00	100.00%
25-1-61093	FIRE PREVENTION	\$ 1,500.00	\$ 133.34	\$ 1,366.66	91.11%
25-1-61094	HEALTH/MEDICAL	\$ 14,000.00	\$ 1,350.00	\$ 12,650.00	90.36%
25-1-61095	PROTECTIVE EQUIP MAINT	\$ 4,000.00	\$ 233.06	\$ 3,766.94	94.17%
	MATL SUPP & EXP	\$ 728,750.00	\$ 200,343.03	\$ 528,406.97	72.51%
25-1-71001	PROPERTY IMPROVEMENTS MAJOR	\$ 26,000.00	\$ -	\$ 26,000.00	100.00%
25-1-71002	PROTECTIVE EQUIPMENT	\$ 30,000.00	\$ 421.29	\$ 29,578.71	98.60%
25-1-71003	MAJOR EQUIPMENT	\$ 12,000.00	\$ -	\$ 12,000.00	100.00%
25-1-71004	COMMUNICATION EQUIPMENT	\$ 8,500.00	\$ -	\$ 8,500.00	100.00%
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	\$ 20,000.00	\$ 599.99	\$ 19,400.01	97.00%
25-1-71139	TRAINING EQUIPMENT	\$ 12,000.00	\$ -	\$ 12,000.00	100.00%
	CAPITAL OUTLAY	\$ 124,000.00	\$ 1,021.28	\$ 122,978.72	99.18%
25-1-90001	CONTINGENCIES	\$ 125,000.00	\$ -	\$ 125,000.00	100.00%
	CONTINGENCY	\$ 125,000.00	\$ -	\$ 125,000.00	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	\$ -	0.00%
25-1-91026	TRANSFER OUT (FUND 29)	\$ 110,000.00	\$ 110,000.00	\$ -	0.00%
25-1-91027	TRANSFER OUT (FUND 31)	\$ 46,000.00	\$ 46,000.00	\$ -	0.00%
	TRANSFER OUT	\$ 170,000.00	\$ 170,000.00	\$ -	0.00%
25-1-93001	LEASE PRINCIPAL	\$ 50,825.00	\$ 50,825.00	\$ -	0.00%
25-1-93002	LEASE INTEREST	\$ 2,652.00	\$ 2,651.39	\$ 0.61	0.02%
	DEBT SERVICE	\$ 53,477.00	\$ 53,476.39	\$ 0.61	0.00%
Expense Total		\$ 3,019,727.00	\$ 1,023,432.89	\$ 1,996,294.11	66.11%

BANK ACCOUNT BALANCE COMPARISON

<u>October 31, 2020</u>		<u>October 31, 2021</u>	
Columbia Bank Checking	\$ 159,470.41	Columbia Bank Checking	\$ 226,882.35
Columbia Bank MM	\$ 134,438.54	Columbia Bank MM	\$ 160,539.50
Local Gov't Pool	\$ 945,049.35	Local Gov't Pool	\$ 1,503,746.98
Sub Total	\$ 1,238,958.30	Sub Total	\$ 1,891,168.83
<i>OPERATING BUDGET AHEAD \$652,210.53</i>			
2015 Bond	\$ 113,629.69	2015 Bond	\$ 89,046.26
Grand Total	\$ 1,352,587.99	Grand Total	\$ 1,980,215.09
OVERALL AHEAD \$627,627.10			

<u>November 30, 2020</u>		<u>November 30, 2021</u>	
Columbia Bank Checking	\$ 446,915.80	Columbia Bank Checking	\$ 227,920.78
Columbia Bank MM	\$ 210,273.01	Columbia Bank MM	\$ 234,442.10
Local Gov't Pool	\$ 2,061,607.88	Local Gov't Pool	\$ 2,619,103.95
Sub Total	\$ 2,718,796.69	Sub Total	\$ 3,081,466.83
<i>OPERATING BUDGET AHEAD \$362,670.14</i>			
2015 Bond	\$ 113,638.26	2015 Bond	\$ 89,046.26
Grand Total	\$ 2,832,434.95	Grand Total	\$ 3,170,513.09
OVERALL AHEAD \$338,078.14			

<u>December 31, 2020</u>		<u>December 31, 2021</u>	
Columbia Bank Checking	\$ 229,310.65	Columbia Bank Checking	\$ 170,432.31
Columbia Bank MM	\$ 356,429.63	Columbia Bank MM	\$ 184,118.93
Local Gov't Pool	\$ 1,999,128.40	Local Gov't Pool	\$ 2,814,014.45
Sub Total	\$ 2,584,868.68	Sub Total	\$ 3,168,565.69
<i>OPERATING BUDGET AHEAD \$583,697.01</i>			
2015 Bond	\$ 113,645.96	2015 Bond	\$ 89,046.26
Grand Total	\$ 2,698,514.64	Grand Total	\$ 3,257,611.95
OVERALL AHEAD \$559,097.31			

2021 CONFLAGRATIONS (Snap Shot)

	AMOUNT REQUESTED	REIMB. PERSONNEL	REIMB. EXPENSES	BALANCE
* <i>CENTRAL OREGON</i>	\$ 13,247.20	\$ 9,494.80	\$ 439.64	\$ 3,312.76
<i>BOOTLEG</i>	\$ 62,026.80	\$ 40,177.54	\$ 1,742.98	\$ 20,106.28
<i>FOX</i> (Combined w/Patton)	\$ -	\$ -	\$ -	\$ -
* <i>JACK CREEK</i>	\$ 12,992.12	\$ 6,371.70	\$ -	\$ 6,620.42
<i>PATTON</i>	\$ 28,915.99	\$ 15,231.87	\$ -	\$ 13,684.12
* <i>GRANDVIEW</i>	\$ 15,413.73	\$ 6,264.41	\$ 90.70	\$ 9,058.62
** <i>ELBOW</i>	\$ 89,649.42	\$ 52,138.61	\$ 1,083.20	\$ 36,427.61
<i>COUGAR</i>	\$ 44,779.74	\$ 27,292.30	\$ 202.92	\$ 17,284.52
TOTALS	\$ 267,025.00	\$ 156,971.24	\$ 3,559.44	\$ 106,494.32

* Received Reimbursement

** Received Partial Reimbursement

2021 4th Quarter Wednesday Evening Drill Participation

Data used for this report is rendered from the number of current active personnel on our roll sheets (67 as of this writing) divided by the number of personnel that attended drill night.

Additional information; normally, our drill nights follow a consistent training activity schedule as listed below:

- 1st Wed. Safety Committee, Apparatus Inspections, EMS Related Topic
- 2nd Wed. Officer's Meeting, Apparatus Inspections, Association Meetings
- 3rd Wed. Apparatus Inspections, Fire Related Topic
- 4th Wed. Apparatus Inspections, Fire Related Topic
- 5th Wed. When fifth Wednesdays are present in the month, Officer or specialty training is given

In addition to the activities listed above, support service members conduct training that may not be related to the primary topic.

Please keep in mind that COVID-19 emergency has skewed this data as compared to previous reports and/or years.

October	# of Personnel Attending Drill	Percentage Amount	Primary Topic
1 st Wed.	22	38%	Meetings
2 nd Wed.	22	38%	Inspections, Association Meetings
3 rd Wed.	23	40%	Standpipe Operations, apparatus inspections
4 th Wed.	20	34%	Standpipe Operations, apparatus inspections

November	# of Personnel Attending Drill	Percentage Amount	Primary Topic
1 st Wed.	36	62%	EMS (Abdominal Emergencies), Pump Operations, Apparatus Inspections
2 nd Wed.	30	52%	Apparatus Inspections, Meetings
3 rd Wed.	45	78%	Inspections, Strategic plan overview, driver training
4 th Wed.	NA	NA	Holiday

December	# of Personnel Attending Drill	Percentage Amount	Primary Topic
1 st Wed.	28	48%	EMS (Splinting and immobilization), apparatus inspections
2 nd Wed.	38	66%	Officer's meeting, apparatus inspections, vehicle extrication
3 rd Wed.	33	57%	Inspections, Extrication
4 th Wed.	NA	NA	Holiday
5 th Wed.	NA	NA	Holiday

2021 3rd Quarter Additional Training Conducted (Other than Wed. Drill Nights)

This additional training is training received by personnel beyond regular Wed. night drills. This training is completed by personnel on their own volition and interest in becoming more educated and skilled.

Oct

Topic	# of Hours
Physical Ability Process	3
Misc. meetings	1
Total	4

November

Topic	# Hours
Hiring Process	4.5
Misc. Meetings	2
Mandatory annual training	3
Total	9.5

December

Topic	# of Hours
Master stream operations	3
CPR and AED instructors course	3
Officer training	4
Misc. Meetings	1
Apparatus prep.	6.5
Total	17.5

2021 4th Quarter Public Education, Public Assistance, and Volunteer Work Detail Events

Public education and public assistance events can include many different functions; school assemblies, first Fridays, installing smoke alarms and batteries, School Sports EMS Standby etc. Work Details are when a volunteer(s) helps with maintenance, cleaning, etc.

October

Event	# of Events	# of Hours
Work Details	2	5
Public Education	6	12
Food Drive	1	3
Totals		20

November

Event	# of Events	# of Hours
Work Details	2	13.5
Public Education	6	24.5
Food Drive	5	18.5
Totals		56.5

December

Event	# of Events	# of Hours
Work Details	5	19.5
Public Education	2	5
Food Drive	7	24
Totals		48.5

Calls for Service Comparison
 October through December 2020
 And
 October through December 2021

2020	# of Calls	2021	# of Calls	% Difference
Fire	15	Fire	9	-40%
EMS	126	EMS	169	+34%
Hazardous Cond.	14	Hazardous Cond.	20	+43%
Service Call	26	Service Call	28	+8%
Good Intent	62	Good Intent	67	+8%
False Alarm	13	False Alarm	23	+77%
Severe Weather	0	Severe Weather	0	0
Totals	256	Totals	316	+23%

Calls for Service Comparison
 2020 and 2021 (Year Totals)

2020	# of Calls	2021	# of Calls	% Difference
Fire	57	Fire	65	+14%
EMS	467	EMS	611	+31%
Hazardous Cond.	48	Hazardous Cond.	197	+310%
Service Call	136	Service Call	170	+25%
Good Intent	233	Good Intent	321	+38%
False Alarm	67	False Alarm	54	-19%
Severe Weather	2	Severe Weather	111	+5450%
Totals	1010	Totals	1529	+51%



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

01/06/2022

TO: Board of Directors
FROM: Lt. Keith Veit
SUBJECT: Recruiting & Retention Quarterly Report

To date we have sixteen new members of the District that will be participating in the 2022 Firefighter Academy starting January 7th, 2022. Of the sixteen new members, three will be in the support services division, two are participating in the EMR class and one is a resident volunteer.

I have been in contact with six additional individuals that have expressed an interest in volunteering, I intend to continue to follow up with those interested individuals.

Respectfully submitted,

Lt. Keith Veit
Recruitment & Retention Coordinator / Assistant Training Officer / EMT-B



SILVERTOWN FIRE DISTRICT

2022 – 2023

BUDGET CALENDAR

February 8, 2022

Appoint Budget Officer	*February 8, 2022
Appoint Budget Committee	*February 8, 2022
Approve 2022-2023 Budget Calendar	*February 8, 2022
Publish Notice of Budget Committee Meeting	April 27, 2022
<i>(5 to 30 days before the meeting: April 22nd at 4pm)</i>	
Budget Committee Meeting	May 17, 2022
Budget Committee Meeting	May 19, 2022
<i>(If necessary)</i>	
Publish Notice of Budget Hearing & Summary	May 25, 2022
<i>(5 to 30 days before the hearing: May 20th at 4pm)</i>	
Hold Public Budget Hearing & Adopt Budget	*June 14, 2022
Enact Resolutions	*June 14, 2022
<i>Adopt budget & make appropriations</i>	
<i>Impose & categorize taxes</i>	
Submit Tax Certification to Assessor(s)/Clerk(s) Office	July 11, 2022
<i>(All 2022-2023 Budget & Resolutions)</i>	

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

Publishing Dates: April 22nd for April 27th Notice of Budget Committee Meeting
(Publish once in paper & on website at least 10 days prior per change in ORS 294.401(5))

May 20th for May 25th Notice of Hearing & Summary



SILVERTON FIRE DISTRICT
2022 – 2023
BUDGET COMMITTEE

ELECTED

TERM EXPIRES

Robert Mengucci.....06/30/2023
Stacy Palmer.....06/30/2023
Dixon Bledsoe.....06/30/2025
Ryan Bielenberg.....06/30/2025
Les Von Flue.....06/30/2025

TBD 2023-2025
Fred Bridgehouse.. 2021-2024
Nick Robinson..... 2021-2024
TBD 2023-2025
TBD 2023-2025

Budget Officer **William Miles, Fire Chief**

Staff.....**Ed Grambusch, Assistant Chief**

Candace Cantu, Office Administrator

Ian Peterson, Maintenance Firefighter

Max Hughes, Firefighter/EMT

Keith Veit, Recruitment Firefighter/EMT

Kyle Miller, Firefighter/EMT



Silverton Rural Fire Protection District #2

"Proudly Volunteering Since 1883"

819 Rail Way NE
Silverton, OR 97381

(503) 873-5328
Fax (503) 873-2805

Silverton Fire District Seeks Budget Committee Members

*Silverton Fire District is seeking applicants to fill vacant positions on its budget committee. Each position is a three-year term. The budget committee serves as citizen oversight on the District's budget. Applicants must be a registered voter in the District. Applications will be accepted until **4:00 p.m. on Monday, February 14, 2022 by email or at the District office located at 819 Rail Way NE, Silverton, OR 97381.** Interviews for the position will be held the beginning of March. The Board of Directors will appoint citizen members to the budget committee at the board meeting on Tuesday, March 8, 2022. Please fill out the application to apply. If you prefer, you can print and mail this application, or pick up an application at our office and mail to:*

Silverton Fire District
Attn: Candace Cantu, Office Administrator
819 Rail Way NE
Silverton, OR 97381
E-mail application to: candacecantu@silvertonfire.com

Name (First, Middle, Last)

Email Address:

Address (Street, City, State, Zip)

Telephone:

Cell Phone:

Employer:

Address (Street, City, State, Zip)

Job Title:

Occupation:

What are your community interests (committees, organization, activities)?

What interests you about serving on the Fire District's Budget Committee?
