

SILVERTON FIRE DISTRICT MINUTES

DRAFTED FOR APPROVAL, SUBJECT TO CHANGE AND OR CORRECTION

REGULAR BOARD MEETING 7:00 P.M. December 13, 2022
Silverton Fire District Station #1 (Silverton)

I. ROLL CALL:

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

Dixon Bledsoe, Director
Ryan Bielenberg, Director

ABSENT:

All Directors present

IN ATTENDANCE:

Chief Miles, Office Administrator Cantu, AC Grambusch, Deputy Chief Veit, FF Miller, FF Peterson, FF Hughes, Lt. Brown, BC Terhaar, Brandon Hamilton

II. CALL MEETING TO ORDER:

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

III. PLEDGE OF ALLEGIANCE

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

IV. APPROVAL OF MINUTES OF:

a) Regular Board Meeting Minutes

Vice President Palmer made a motion to approve the minutes of the November 8, 2022 board meeting with corrections. Director Bledsoe seconded the motion. The motion carried unanimously.

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

V. OPEN FORUM:

Vice President Palmer expressed her gratitude for the support and assistance Silverton Fire provided during the Christmas tree lighting.

Chief Miles asked for a moment of silence for the passing of Lt. Bernie Palmer who had served with the Silverton Fire District for 25 years as a firefighter and paramedic. Chief Miles stated that additional information would be provided once services were determined.

VI. OLD BUSINESS:

VII. FINANCE OFFICER'S REPORT:

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

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

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

VIII. CHIEF'S REPORT

- a) **Accuity LLC Audit Presentation**

Chief Miles introduced the District auditor, Kori Sarrett from Accuity, LLC. Mrs. Sarrett reported that the District had zero adjusting journal entries, deficiencies or minimum standard violations. Mrs. Sarrett reported that the District's ending fund balance was very healthy and reflected 90% of a years operational expenditures. Mrs. Sarrett discussed strengthening the credit card use policy to ensure that receipts are submitted in a timely manner and to reinforce that credit cards were a privilege. Chief Miles affirmed that the policy was reviewed and discussed with staff immediately after the audit.

- b) **Toy and Food Drive Update**

Chief Miles reported that the District collected approximately 5900lbs of food that was delivered to SACA and toys were delivered to the Zenith Women's Group for the Tree of Giving. Chief Miles expressed his appreciation for all the time and coordination by volunteers and the boy scouts to make the drive successful.

- c) **Strategic Plan Update**

Chief Miles provided a Strategic Plan progress report to the Board. Chief Miles stated updates were available on the District's website as well. In regards to Strategic Goal 6, Chief Miles reported that a mobile base station radio would be installed at Station 9 that would be used for communication during emergencies and natural disasters. Chief Miles stated the District would continue to research a permanent solution for internet service, however the remote location and terrain continue to be a challenge. President Von Flue stated that the Board wanted to move forward with GIS services to assist with analyzing emergency response times, station location analysis, calls for service, heat mapping and analysis. The Board discussed focusing on item #3 from the draft Scope of Service document. Chief Miles confirmed his understanding of what the Board was requesting and would attempt to have additional information at the January board meeting for discussion.

- d) **SDAO Conference**

Director Bledsoe confirmed his interest in attending the conference in person.

IX. NEW BUSINESS:

- a) **Approve Fiscal Audit 2021-2022**

Director Bledsoe made a motion to approve the 2021-2022 fiscal audit as presented. Vice President Palmer seconded the motion. The motion passed unanimously.

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

X. ITEMS PENDING:

a) Schedule Future Board Work Session

President Von Flue deferred to Chief Miles, who requested to table this item until after the holidays.

XI. GOOD OF THE ORDER:

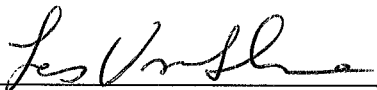
Director Bielenberg inquired whether the District had a customary process for sending condolences to the family after a member passes away. Chief Miles confirmed there was a customary practice.

Director Bledsoe requested a press release to the community regarding the clean audit the District received for the 2021-2022 fiscal year. Chief Miles stated that the audit would be available online and would prepare a statement for release to the public.

XII. ADJOURNMENT:

With no further business to come before the Board, the meeting was adjourned at 7:48 p.m.

Approved this 10th day of January, 2023.



President

Minutes recorded and prepared by Candace Cantu