

# SILVERTON FIRE DISTRICT AGENDA

AGENDA CLOSSES AT 4:00 P.M., MONDAY, PRECEDING SCHEDULED MEETING.  
REGULAR BOARD MEETING, April 13, 2021 at 7:00 P.M.  
Silverton Station # 1 Video Conference

## Join Zoom Meeting:

<https://us02web.zoom.us/j/82059649368?pwd=M3FqTVBrWW0rUW5ZQXdFZnVZNjdQQT09>

Meeting ID: 820 5964 9368

Passcode: 929135

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 March 9, 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) Budget  
b) COVID Vaccine Clinics  
c) Financial Planning (TBD)  
d) Strategic Plan (TBD)  
e) Standard of Cover Study (TBD)  
f) Operational Guidelines (5/13/21)  
g) Training Report (5/13/21)  
h) Call Response Data (5/13/21)  
i) Recruiting/Retention Report (5/13/21)  
j) Fire Prevention Report (5/13/21)

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REGULAR BOARD MEETING, April 13, 2021 at 7:00 P.M.  
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**IX. NEW BUSINESS:**

- a) Resolution 21-349 Accepting Revenue and Authorizing Expenditures and Transfers for 2020 Conflagration
- b) Resolution 21-350 Accepting Revenue and Authorizing Expenditures and Transfers for Insurance Claim Reimbursements
- c) Approve Budget Calendar Revision  
*Public Hearing & Adopt Budget date was originally approved for June 15<sup>th</sup>. Adjusted date is scheduled on June 8<sup>th</sup> during Regular Board Meeting.*
- d) Right of Way for Westside Gateway Project Discussion

**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. March 9, 2021  
Silverton Station #1

## **I. ROLL CALL:**

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

Robert Van Epps, Director  
Dixon Bledsoe, Director

## **ABSENT:**

## **IN ATTENDANCE:**

Chief Miles, Office Manager Cantu, Assistant Chief Grambusch (*via zoom*), Maintenance FF Peterson (*via zoom*), Lt. Veit (*via zoom*), Lt. Dandeneau (*via zoom*), BC Terhaar (*via zoom*), BC Pilmore (*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**

Vice President Palmer made a motion to approve the minutes of the February 9, 2021 board meeting as presented. 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, Director: Bledsoe: Aye*)

## **V. OPEN FORUM:**

Director Van Epps shared that he would not be re-running for Position 2 and expressed his honor and appreciation serving the Silverton Board of Directors for the past 10 years and thanked Chief Miles for his leadership. The Board thanked Director Van Epps for his years of service and expressed sincere appreciation for the work he has done on the Board.

## **VI. OLD BUSINESS:**

### **a) Appoint Budget Committee Positions**

Chief Miles proposed Fred Bridgehouse and Nick Robinson as candidates for the vacant positions on the Budget Committee. Chief Miles stated that there were no applicants that came forward after advertising the vacancies.

Secretary Treasurer Mengucci made a motion to appoint Fred Bridgehouse to Position 1 and Nick Robinson to Position 3 to the Budget Committee. Vice President Palmer seconded the motion. The motion carried unanimously. *(President Von Flue: Aye, Vice-President Palmer: Aye, Secretary-Treasurer Mengucci: Aye, Director Van Epps: Aye, Director: Bledsoe: Aye)*

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

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

Director Van Epps 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: Aye, Vice-President Palmer: Aye, Secretary-Treasurer Mengucci: Aye, Director Van Epps: Aye, Director: Bledsoe: Aye)*

**VIII. CHIEF'S REPORT**

- a) Bond Projects**

Chief Miles shared that the electricians were doing the final connections to the generator, upon completion will coordinate with Cummins to initiate start up.

- b) Ice Storm**

Chief Miles expressed how proud he was of all staff and volunteers for the response and long hours they put in during the ice storm. Chief Miles stated that during the ice storm, the District had responded to 154 calls on Friday, 30 on Saturday, 10 on Sunday and average 6 calls per day thereafter for a week. Chief reported that Station 1 & 8, as well as the radio sites, were able to run off generators after losing power. Chief stated that the District phone system failed during the ice storm and was able to get a temporary line installed thanks to Gordy Jensen. Chief Miles reported that the District's newest apparatus, C482, sustained major damage after a tree fell on it, but thankfully no injuries were reported. Chief Miles reported that the motor on the air compressor burned up at Station 8 and would need to be replaced. Chief Miles shared that he received a call from the City of Silverton Water Department requesting assistance pumping water to the E. View reservoir. The District was able to pump 370,000 gallons of water to the reservoir with the assistance of volunteers and equipment. President Von Flue commended for the hard work and dedication from Chief Miles, staff and volunteers for their dedication to protecting the community. Chief Miles expressed his gratitude for Office Administrator Cantu and AC Grambusch for their diligence and determination working with FEMA obtaining District reimbursement funds for the recent emergencies.

**IX. NEW BUSINESS:**

- a) Resolution 21-348 Accepting Revenue & Authorizing Expenditures & Transfers for 2020 Conflagrations**

Director Dixon made a motion to accept Resolution 21-348 as written. Secretary Treasurer Mengucci seconded the motion. The motion carried unanimously. (President Von Flue: Aye, Vice-President Palmer: Aye, Secretary-Treasurer Mengucci: Aye, Director Van Epps: Aye, Director: Bledsoe: Aye)

X. **ITEMS PENDING:**

*No discussion.*

XI. **GOOD OF THE ORDER:**

XII. **ADJOURNMENT:**

With no further business to come before the Board, the meeting was adjourned at 7:37 p.m.

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

\_\_\_\_\_  
President

Minutes recorded and prepared by Candace Cantu

# Accounts Payable

## Checks by Date - Detail by Check Date

User: Candace  
 Printed: 4/9/2021 12:19 PM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
35578	005135	BATTERIES + BULBS	03/10/2021	
	P36271276	BATTERIES FOR EXIT SIGNS		523.66
	P36745378	12V BATTERY FOR FLASHLIGHTS		42.00
Total for Check Number 35578:				565.66
35579	010185	CARDMEMBER SERVICE	03/10/2021	
	2503	ZOOM SUBSCRIPT.		14.99
	3725	CALL CENTRIC SUBSCRIPT.		30.00
	3725	PLATES		15.99
	3725	PLATES		15.99
	3725	CORDLESS PHONES		169.90
	3725	CUTLERY/PLATES/CUPS		75.23
	3725	(ICESTORM) REHAB FOOD FOR CREWS		67.16
	3725	(ICESTORM) REHAB FOOD FOR CREWS		38.00
	3725	BATTERY CHARGER E405		172.35
	3725	8TB SEAGATE		149.99
	3725	PLATES		15.99
	4845	PARTS FOR SHORE LINE		22.30
	4845	(2) PELICAN FLASHLIGHT W/ CHARGERS		348.00
	5311	ZOOM SUBSCRIPT.		14.99
	5311	CERTIFICATE MAILING		1.20
	5311	FOG JUICE		82.99
	5311	(10) DPSST FINGERPRINT FEE		400.00
	8105	1099 MISC FORMS		24.99
	8105	BINDER CLIPS, STENO BOOKS		49.36
	8105	MICR TONER		128.25
	8105	CHECK STOCK		91.98
	8105	REHAB FOOD FOR FIRE RESPONSE CREW		59.97
	8105	ZOOM SUBSCRIPT.		14.99
	8105	(10) RURAL ADDRESS SIGNS		165.30
	8105	USB CABLE, WRITING PAD		23.98
Total for Check Number 35579:				2,193.89
35580	010172	CARSON OIL COMPANY	03/10/2021	
	CP00301063	FUEL FOR 432		157.05
	CP00301063	FUEL FOR 401		20.25
	CP00301063	FUEL FOR 421		48.04
	CP00301063	FUEL FOR 423		26.97
	CP00301063	FUEL FOR 412		83.57
	CP00301063	FUEL FOR 401		25.30
	CP00301063	FUEL FOR 413		14.63
	CP00301063	FUEL FOR 411		110.42
Total for Check Number 35580:				486.23
35581	096412 00167	CITY OF SCOTTS MILLS WATER USAGE AT STAT. 8 1/1-2/28	03/10/2021	180.47

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 35581:	180.47
35582	096998 5.05070.0 5.05071.0	CITY OF SILVERTON WATER USAGE AT STAT. 1 2/18 WATER USAGE STAT. 1 MAINT BAY 2/18	03/10/2021	273.34 48.99
			Total for Check Number 35582:	322.33
35583	011150 0025655	CLIFF'S SMALL ENGINE CENTER CHAIN SAW FOR E415	03/10/2021	84.10
			Total for Check Number 35583:	84.10
35584	6091905 41905	CORPORATE SECURITY SERVICES INC PRE EMPLOYMENT SCREENING	03/10/2021	43.50
			Total for Check Number 35584:	43.50
35585	015500 71602939	DE LAGE LANDEN COPIER LEASE PAYMENT 3/15-4/14	03/10/2021	231.00
			Total for Check Number 35585:	231.00
35586	015880 74770605	DEPT. OF MOTOR VEHICLES ( 1 ) DMV REPORT FEE	03/10/2021	3.00
			Total for Check Number 35586:	3.00
35587	032005 261348 261421	G & G AUTO CARE SUPPLY, INC. (2) SCRUB BRUSH 5 GAL CAR WASH & WAX	03/10/2021	70.84 93.62
			Total for Check Number 35587:	164.46
35588	033975 9810545872	GRAINGER PAPER TOWELS	03/10/2021	153.88
			Total for Check Number 35588:	153.88
35589	097300 SILFIRED SILFIRED SILFIRED SILFIRED SILFIRED SILFIRED SILFIRED SILFIRED	HI-SCHOOL PHARMACY #1178 DRONE CABLE PLUNGER/AUGER PLUG FOR SHORE LINE R404 BATTERIES FOR SMOKE ALARMS USB DRIVE FOR BOARD MTG RECORDING LAUNDRY DETERGENT BATTERIES FOR SMOKE ALARM PORTABLE HEATER	03/10/2021	9.99 7.58 14.99 8.99 14.99 4.29 33.98 59.99
			Total for Check Number 35589:	154.80
35590	6091837 1	IAFF LOCAL 1159 LOST CK 35407 REPRINT DUES: NOV	03/10/2021	283.62
			Total for Check Number 35590:	283.62
35591	6091828 1	KATIE TOLMACHOFF LOST CK 10984 VOL PAY	03/10/2021	7.14
			Total for Check Number 35591:	7.14
35592	098725	LOCAL GOVERNMENT LAW GROUP P.	03/10/2021	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	58905	LEGAL SERVICES FEB		122.50
			Total for Check Number 35592:	122.50
35593	6091904 0001-21	MARCUS E. SMITH PUSH/PULL PROP FOR PHYS. AGILITY TES	03/10/2021	334.69
			Total for Check Number 35593:	334.69
35594	072925 2020211218	METCOM 9-1-1 DISPATCH SERV. FEE FOR APR	03/10/2021	6,777.09
			Total for Check Number 35594:	6,777.09
35595	067800 235 235	MOLALLA FIRE DISTRICT (2) ASHI REAUTHORIZATION (3) CPR/AED CARDS	03/10/2021	40.00 176.43
			Total for Check Number 35595:	216.43
35596	6091892 U023J901 U023K143	PACER PROPANE PROPANE ST. 8 PROPANE ST. 2	03/10/2021	357.23 613.36
			Total for Check Number 35596:	970.59
35597	083200 0074320000 2603340000 3700411000 5974190000 8950420000	PORTLAND GENERAL ELECTRIC STAT. 8 ELECTRIC SERV. 12/7-1/7 STAT. 1 ELECTRIC SERV. 12/7-1/7 STAT. 3 ELECTRIC SERV. 12/7-1/7 STAT. 9 ELECTRIC SERV. 12/7-1/7 STAT. 2 ELECTRIC SERV. 12/7-1/7	03/10/2021	209.37 1,078.98 57.61 36.57 41.80
			Total for Check Number 35597:	1,424.33
35598	092090 0456003101622 0456003102212	REPUBLIC SERVICES #456 STAT. 1 GARBAGE SERV. 2/1-2/28 STAT. 8 GARBAGE SERV. 2/1-2/28	03/10/2021	182.25 30.14
			Total for Check Number 35598:	212.39
35599	094000 434231 44769 659212	ROTH'S FRESH MARKETS GROCERY FOR LIVE FIRE CREW (ICESTORM) GROCERY FOR RESPONSE CR (ICESTORM) FUEL FOR 434	03/10/2021	36.45 44.86 65.02
			Total for Check Number 35599:	146.33
35600	010050 1634	SELAH SPRINGS INVESTMENTS LLC FIRE ALARM REPAIR STA. 1 & 8	03/10/2021	670.50
			Total for Check Number 35600:	670.50
35601	096976 21570 21570 21570 21570 21570 21570 21570	SILVER CREEK AUTO PARTS, INC. REGULATOR FOR SHORE LINE STA. 1 BATTERY 421 (ICESTORM) HARDWARE LUBRICANT FOR EDRAULIC TOOL BATTERY 414 SAWZALL BLADE REGULATOR FOR AIR COMPRESSOR	03/10/2021	6.06 114.45 7.77 18.50 142.22 40.38 37.90

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 35601:	367.28
35602	211619 16A6X1420	UPS AIR SAMPLE POSTAGE FEE	03/10/2021	10.91
			Total for Check Number 35602:	10.91
35603	112435 9874597248 9874597248 9874597248 9874597248 9874597248 9874597248 9874597248 9874597248 9874597248 9874597248 9874597248	VERIZON WIRELESS E. GRAMBUSCH CELL SERV.: 3/2-4/1 R. HEUCHERT CELL SERV.: 3/2-4/1 B. PILMORE CELL SERV.: 3/2-4/1 M. HUGHES CELL SERV.: 3/2-4/1 C. CANTU CELL SERV.: 3/2-4/1 B. MILES CELL SERV.: 3/2-4/1 I. PETERSON CELL SERV.: 3/2-4/1 STA. 8 IPAD SERV.:3/2-4/1 AC IPAD SERV.:3/2-4/1 CHIEF IPAD SERV.: 3/2-4/1 STA. 1 IPAD SERV.:3/2-4/1	03/10/2021	44.23 44.23 44.23 44.23 44.23 44.23 44.23 40.01 40.01 40.01 40.01
			Total for Check Number 35603:	469.65
35604	6091829 2/12-3/11	WAVE 056639301-0008658 CONVERTER BOX FEE	03/10/2021	58.53
			Total for Check Number 35604:	58.53
35605	034015 2/25-3/24 2/25-3/24 2/25-3/24 2/25-3/24 2/25-3/24	ZIPLY FIBER 503-873-6215-090168-5 503-873-5645-012395-5 503-001-0586-110204-5 503-873-3190-062193-5 503-873-5328-062885-5	03/10/2021	88.36 68.51 25.37 68.51 612.54
			Total for Check Number 35605:	863.29
			Total for 3/10/2021:	17,518.59
35606	010172 CP00304430 CP00304430 CP00304430 CP00304430 CP00304430 CP00304430 CP00304430 CP00304430 CP00304430 CP00304430 CP00304430 CP00304430	CARSON OIL COMPANY FUEL FOR 401 FUEL FOR 402 FUEL FOR 421 FUEL FOR 423 FUEL FOR 412 FUEL FOR 411 FUEL FOR 434 FUEL FOR 401 FUEL FOR 413 FUEL FOR 411 FUEL FOR 414	03/31/2021	42.81 51.09 33.29 63.30 84.03 37.68 66.37 25.07 21.11 83.16 26.70
			Total for Check Number 35606:	534.61
35607	6091897 1	EAST PORTLAND AUTO BODY, INC. PARTS DEPOSIT FOR REPAIR 482	03/31/2021	6,000.00
			Total for Check Number 35607:	6,000.00
35608	033975	GRAINGER	03/31/2021	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	9830323664	SHORELINE PLUGS/BATTERY STOCK		83.12
			Total for Check Number 35608:	83.12
35609	6091807 30147	HILLS SIGNS VEHICLE REFLECTIVE PLATES	03/31/2021	416.00
			Total for Check Number 35609:	416.00
35610	037800 41	HOME PLACE LUNCH FOR PARK CLEAN UP CREW	03/31/2021	100.35
			Total for Check Number 35610:	100.35
35611	035075 1	HRA VEBA TRUST YA462 HRA/VEBA: MAR	03/31/2021 PR Batch 00001.03.2021 YA4	780.00
			Total for Check Number 35611:	780.00
35612	6091837 1 2 3	IAFF LOCAL 1159 IAFF PAC FUND: MAR LOCAL PAC FUND: MAR LOCAL 1159 DUES: MAR	03/31/2021 PR Batch 00001.03.2021 IAF PR Batch 00001.03.2021 LOC PR Batch 00001.03.2021 LOC	6.27 6.27 288.78
			Total for Check Number 35612:	301.32
35613	6091891 461819	KILLERS PEST CONTROL SALEM PEST CONTROL SERVICE 2/28	03/31/2021	145.00
			Total for Check Number 35613:	145.00
35614	091893 0646392 0646392	LIFEMAP ASSURANCE CO. AD&D/LIFE INS. EMPLOYER CONTIB: APR LIFEMAP: EMPLOYEE CONTRIB.: APR	03/31/2021 PR Batch 00001.03.2021 AD& PR Batch 00001.03.2021 LIF	55.10 46.25
			Total for Check Number 35614:	101.35
35615	065025 5050154	MALLORY SAFETY & SUPPLY LLC (COVID-19) N95 MASKS	03/31/2021	880.00
			Total for Check Number 35615:	880.00
35616	065870 A405083IN	MARC NELSON OIL PRODUCTS BULK DIESEL 236.5 @ 2.49904	03/31/2021	651.21
			Total for Check Number 35616:	651.21
35617	070061 6747970	NFPA 20-21 FIRE CODE SUBS. ID#2644383	03/31/2021	1,345.50
			Total for Check Number 35617:	1,345.50
35618	073800 2980399	NW NATURAL STAT. 1 SERVICE DATES 2/8-3/9	03/31/2021	511.92
			Total for Check Number 35618:	511.92
35619	6091901 290520	PACIFIC OFFICE AUTOMATION (SALE) DOCUMENT PRINTING 2/7-3/7	03/31/2021	32.64
			Total for Check Number 35619:	32.64
35620	6091896	PACIFIC OFFICE AUTOMATION INC	03/31/2021	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	5014308728	COPIER LEASE 4/1-4/30		179.01
			Total for Check Number 35620:	179.01
35621	080480	PACIFIC REFLEX SIGNS	03/31/2021	
	201484	REFLECTIVE HELMET STICKERS		89.65
	202238	REFLECTIVE HELMET STICKERS PROB.		176.05
			Total for Check Number 35621:	265.70
35622	096640	PINNACLE PEAK HOLDING CORPORA	03/31/2021	
	44886	ANTENNA FOR WIRELESS HDSET & PAD		111.56
			Total for Check Number 35622:	111.56
35623	083200	PORTLAND GENERAL ELECTRIC	03/31/2021	
	0074320000	STAT. 8 ELECTRIC SERV. 2/10-3/11		140.40
	2603340000	STAT. 1 ELECTRIC SERV. 2/10-3/11		1,022.97
	3700411000	STAT. 3 ELECTRIC SERV. 2/10-3/11		38.16
	5974190000	STAT. 9 ELECTRIC SERV. 2/10-3/11		33.69
	8950420000	STAT. 2 ELECTRIC SERV. 2/8-3/9		30.25
			Total for Check Number 35623:	1,265.47
35624	097875	ROTARY CLUB OF SILVERTON	03/31/2021	
	3062532	QTR 3 DUES & FEES FOR B. MILES		50.00
	3062581	QTR 4 DUES & FEES FOR B. MILES		50.00
			Total for Check Number 35624:	100.00
35625	098720	SDIS	03/31/2021	
	03-0052823	LTD: EMPLOYER CONTRIB.: APR	PR Batch 00001.03.2021 LTD	175.14
	03-0052823	MEDICAL: EMPLOYEE CONTRIB.: APR	PR Batch 00001.03.2021 MEI	789.00
	03-0052823	MEDICAL: EMPLOYER CONTRIB.: APR	PR Batch 00001.03.2021 MEI	7,100.97
	03-0052823	COBRA PREMIUM C. MILES: APR		755.31
	03-0052823	COBRA PREMIUM G. JENSEN: APR		1,396.51
			Total for Check Number 35625:	10,216.93
35626	027039	SUN LIFE FINANCIAL	03/31/2021	
	930943	930943 LIFE INS. PREMIUM: APR		432.06
			Total for Check Number 35626:	432.06
35627	6091835	TODD S. LONDIN	03/31/2021	
	32358	STA. 1 FLOORS & BAYS		4,950.00
	32372	STA. 8 FLOORS & BAYS		1,834.00
			Total for Check Number 35627:	6,784.00
35628	010700	VOYA-OSGP	03/31/2021	
	1	OSGP CONTRIB FOR: 2427		2,166.00
	2	OSGP CONTRIB FOR: 2738		200.00
	3	OSGP CONTRIB FOR: 8807		100.00
	4	OSGP CONTRIB FOR: 1314		2,166.50
			Total for Check Number 35628:	4,632.50
35629	115400	W.S. DARLEY & CO.	03/31/2021	
	17420806	(OSFM) DAMAGE HOSE REPLCMNT		147.23
			Total for Check Number 35629:	147.23

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
35630	6091906 75666	WALZ'S REBUILT AUTO PARTS LLC E415 ALTERNATOR	03/31/2021	649.00
Total for Check Number 35630:				649.00
35631	6091829 3/12-4/11	WAVE 056639301-0008710 CONV. BOX FEE	03/31/2021	58.53
Total for Check Number 35631:				58.53
35632	6091882 PDX4000707	WESTERN FIRST AID & SAFETY (COVID19) GLOVES, WIPES, SHARPS	03/31/2021	169.59
Total for Check Number 35632:				169.59
35633	232118 61047	WURDINGER MANUFACTURING & FA STEEL PLATES FOR ANNUNCIATOR PANEL	03/31/2021	26.00
Total for Check Number 35633:				26.00
35634	034015 3/25-4/24 3/25-4/24 3/25-4/24 3/25-4/24 3/25-4/24	ZIPLY FIBER 503-873-5328-062885-5 503-873-6215-090168-5 503-873-5645-012395-5 503-001-0586-110204-5 503-873-3190-062193-5	03/31/2021	109.86 100.48 80.63 25.37 80.63
Total for Check Number 35634:				396.97
Total for 3/31/2021:				37,317.57
Report Total (57 checks):				54,836.16

# General Ledger

## Expense vs Budget with Encumbrances

User: Candace

Printed: 04/09/21 12:19:27

Period 01 - 09

Fiscal Year 2021

Account Number	Description	Budget	End Bal	Available	% Available
25-1-51001	PERSONNEL	\$ 515,740.00	\$ 316,642.32	\$ 199,097.68	38.60%
25-1-51002	EXTRA PERSONNEL	\$ 1,500.00	\$ -	\$ 1,500.00	100.00%
25-1-51003	WORKERS COMP COVERAGE	\$ 26,000.00	\$ (5,198.12)	\$ 31,198.12	119.99%
25-1-51004	SOCIAL SECURITY	\$ 50,000.00	\$ 40,934.99	\$ 9,065.01	18.13%
25-1-51005	GROUP HEALTH INSURANCE	\$ 126,000.00	\$ 63,908.73	\$ 62,091.27	49.28%
25-1-51006	GROUP LIFE INSURANCE	\$ 15,000.00	\$ 7,695.96	\$ 7,304.04	48.69%
25-1-51007	PERS	\$ 155,000.00	\$ 122,748.91	\$ 32,251.09	20.81%
25-1-51008	UNEMPLOYMENT INSURANCE	\$ 12,500.00	\$ 4,267.74	\$ 8,232.26	65.86%
25-1-51009	OVERTIME	\$ 35,000.00	\$ 96,496.03	\$ (61,496.03)	-175.70%
25-1-51010	VOLUNTEERS	\$ 70,000.00	\$ 119,596.67	\$ (49,596.67)	-70.85%
25-1-51012	MEDICAL SAVINGS PLAN	\$ 12,000.00	\$ 7,020.00	\$ 4,980.00	41.50%
25-1-51013	DIRECTORS EXPENSES	\$ 600.00	\$ -	\$ 600.00	100.00%
<b>PAYROLL RELATED EXP</b>		<b>\$ 1,019,340.00</b>	<b>\$ 774,113.23</b>	<b>\$ 245,226.77</b>	<b>24.06%</b>
25-1-61001	OFFICE SUPPLIES	\$ 3,500.00	\$ 1,568.33	\$ 1,931.67	55.19%
25-1-61002	DUES AND SUBSCRIPTIONS	\$ 8,500.00	\$ 8,954.83	\$ (454.83)	-5.35%
25-1-61003	CONTRACT SERVICES	\$ 18,000.00	\$ 4,025.83	\$ 13,974.17	77.63%
25-1-61004	TELEPHONE	\$ 16,000.00	\$ 9,904.99	\$ 6,095.01	38.09%
25-1-61005	POSTAGE AND FREIGHT	\$ 1,800.00	\$ 1,681.11	\$ 118.89	6.61%
25-1-61006	UTILITIES	\$ 32,000.00	\$ 27,742.35	\$ 4,257.65	13.31%
25-1-61007	ELECTION EXPENSES	\$ 5,000.00	\$ -	\$ 5,000.00	100.00%
25-1-61008	BUILDING MAINT./JANITORIAL	\$ 15,000.00	\$ 9,690.75	\$ 5,309.25	35.40%
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	\$ 104.86	\$ 2,395.14	95.81%
25-1-61013	RECRUITING EXPENSE	\$ 1,500.00	\$ 470.80	\$ 1,029.20	68.61%
25-1-61014	TRAINING SUPPLIES	\$ 2,000.00	\$ 390.82	\$ 1,609.18	80.46%
25-1-61015	TRAINING EXPENSE	\$ 30,000.00	\$ 20,315.08	\$ 9,684.92	32.28%
25-1-61016	CONFERENCE EXPENSE	\$ 6,000.00	\$ -	\$ 6,000.00	100.00%
25-1-61017	SHOP EXPENSE	\$ 3,000.00	\$ 792.63	\$ 2,207.37	73.58%
25-1-61018	EMS SUPPLIES	\$ 4,000.00	\$ 2,790.51	\$ 1,209.49	30.24%
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	\$ 1,374.36	\$ 5,125.64	78.86%
25-1-61023	UNIFORM ALLOWANCE	\$ 7,500.00	\$ 843.48	\$ 6,656.52	88.75%
25-1-61024	FUELS AND LUBRICANTS	\$ 28,000.00	\$ 15,440.89	\$ 12,559.11	44.85%
25-1-61025	RURAL ADDRESSING	\$ 650.00	\$ 292.20	\$ 357.80	55.05%
25-1-61026	RADIO MAINTENANCE	\$ 7,000.00	\$ 2,898.38	\$ 4,101.62	58.59%
25-1-61027	COMPUTER MAINTENANCE	\$ 10,000.00	\$ 1,355.45	\$ 8,644.55	86.45%
25-1-61031	LEGAL SERVICES	\$ 20,000.00	\$ 4,133.71	\$ 15,866.29	79.33%
25-1-61032	FIREFIGHTING CHEMICALS	\$ 1,200.00	\$ -	\$ 1,200.00	100.00%
25-1-61033	APPLIANCES	\$ 4,500.00	\$ 431.61	\$ 4,068.39	90.41%
25-1-61037	ADMINISTRATION SERVICES	\$ 40,000.00	\$ 2,703.88	\$ 37,296.12	93.24%
25-1-61042	SAFETY/PROTECTIVE CLOTHING	\$ 6,000.00	\$ 830.93	\$ 5,169.07	86.15%
25-1-61044	SMALL TOOLS AND EQUIPMENT	\$ 8,500.00	\$ 3,397.63	\$ 5,102.37	60.03%
25-1-61045	HAZMAT SUPPLIES	\$ 500.00	\$ -	\$ 500.00	100.00%
25-1-61050	DISPATCH SERVICES	\$ 81,326.00	\$ 68,488.90	\$ 12,837.10	15.78%

Account Number	Description	Budget	End Bal	Available	% Available
25-1-61055	MEDICAL MEMBERSHIPS	\$ 7,500.00	\$ 6,824.61	\$ 675.39	9.01%
25-1-61056	HEALTH AND WELFARE	\$ 10,000.00	\$ 3,260.68	\$ 6,739.32	67.39%
25-1-61057	VEHICLE MAINTENANCE	\$ 26,000.00	\$ 29,057.45	\$ (3,057.45)	-11.76%
25-1-61060	MAJOR FIRE LOSS EXPENSE	\$ 500.00	\$ -	\$ 500.00	100.00%
25-1-61063	GRANT EXPENDITURES	\$ 165,000.00	\$ 93,718.97	\$ 71,281.03	43.20%
25-1-61064	EQUIPMENT TESTING	\$ 12,000.00	\$ 7,967.50	\$ 4,032.50	33.60%
25-1-61065	SCBA MAINTENANCE	\$ 2,500.00	\$ 587.52	\$ 1,912.48	76.50%
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	\$ 450.97	\$ 1,049.03	69.94%
25-1-61093	FIRE PREVENTION	\$ 1,500.00	\$ 187.97	\$ 1,312.03	87.47%
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	\$ 591.24	\$ 3,408.76	85.22%
	<b>MATL SUPP &amp; EXP</b>	<b>\$ 679,776.00</b>	<b>\$ 408,020.19</b>	<b>\$ 271,755.81</b>	<b>39.98%</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	\$ 149.99	\$ 11,850.01	98.75%
25-1-71139	TRAINING EQUIPMENT	\$ 6,000.00	\$ -	\$ 6,000.00	100.00%
	<b>CAPITAL OUTLAY</b>	<b>\$ 107,000.00</b>	<b>\$ 7,463.29</b>	<b>\$ 99,536.71</b>	<b>93.02%</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>\$ 1,425,073.10</b>	<b>\$ 1,451,520.90</b>	<b>50.46%</b>

## BANK ACCOUNT BALANCE COMPARISON

<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>			

<u>February 29, 2020</u>		<u>February 28, 2021</u>	
Columbia Bank Checking	\$ 117,252.62	Columbia Bank Checking	\$ 104,925.97
Columbia Bank MM	\$ 36,960.12	Columbia Bank MM	\$ 499,041.11
Local Gov't Pool	\$ 2,099,338.27	Local Gov't Pool	\$ 2,033,351.62
<b>Sub Total</b>	<b>\$ 2,253,551.01</b>	<b>Sub Total</b>	<b>\$ 2,637,318.70</b>
<b><i>OPERATING BUDGET AHEAD \$383,767.69</i></b>			
2015 Bond	\$ 290,694.97	2015 Bond	\$ 113,657.53
<b>Grand Total</b>	<b>\$ 2,544,245.98</b>	<b>Grand Total</b>	<b>\$ 2,750,976.23</b>
<b>OVERALL AHEAD \$206,730.25</b>			

<u>March 31, 2020</u>		<u>March 31, 2021</u>	
Columbia Bank Checking	\$ 101,700.91	Columbia Bank Checking	\$ 158,527.15
Columbia Bank MM	\$ 43,392.61	Columbia Bank MM	\$ 589,661.51
Local Gov't Pool	\$ 2,035,965.53	Local Gov't Pool	\$ 1,922,504.92
<b>Sub Total</b>	<b>\$ 2,181,059.05</b>	<b>Sub Total</b>	<b>\$ 2,670,693.58</b>
<b><i>OPERATING BUDGET AHEAD \$489,634.53</i></b>			
2015 Bond	\$ 290,761.69	2015 Bond	\$ 113,659.21
<b>Grand Total</b>	<b>\$ 2,471,820.74</b>	<b>Grand Total</b>	<b>\$ 2,784,352.79</b>
<b>OVERALL AHEAD \$312,532.05</b>			

# SILVERTON FIRE DISTRICT

## RESOLUTION NO. 21-350

### RESOLUTION ACCEPTING REVENUE AND AUTHORIZING EXPENDITURES AND TRANSFERS FOR INSURANCE CLAIM REIMBURSEMENTS

**WHEREAS**, Silverton Fire District responded to multiple wildfires in 2020 and the February 2021 Ice Storm, where several fire district vehicles sustained damages; and

**WHEREAS**, Silverton Fire District submitted insurance claims for these damaged vehicles and has received payments from Special District's Insurance Services for these damage claims; and

**WHEREAS**, local budget law (ORS 294.338(3) allows the expenditure of funds for an unforeseen occurrence or condition which could not have been foreseen at the time of preparation of the budget for the current fiscal year; and

**WHEREAS**, Silverton Fire District incurred expenses to repair damaged equipment during the response;

**NOW THEREFORE**, be it resolved, the Board of Directors of the Silverton Fire District hereby acknowledges the receipt of and hereby authorizes claim reimbursements totaling \$34,280 into the General Fund, Materials & Services under Vehicle Maintenance as listed below:

Fund 25 Account	CR	DR
25-1-61057 Vehicle Maintenance	\$34,280	
25-0-45075 Conflag Receipts		\$34,280

**ADOPTED BY THE BOARD OF DIRECTORS** of the Silverton Fire District at a regular scheduled meeting held on this day of April 13, 2021.

\_\_\_\_\_  
Les Von Flue  
President, Board of Directors

\_\_\_\_\_  
Robert Mengucci  
Secretary-Treasurer, Board of Directors

**ATTEST:**

\_\_\_\_\_  
Candace Cantu  
District Clerk

# SILVERTON FIRE DISTRICT

## RESOLUTION NO. 21-349

### RESOLUTION ACCEPTING REVENUE AND AUTHORIZING EXPENDITURES AND TRANSFERS FOR 2020 CONFLAGRATIONS

**WHEREAS**, Silverton Fire District responded to two (2) conflagration deployment in the State of Oregon during the 2020 fire season, specifically the Slater Fire and North Cascades Complex; and

**WHEREAS**, Silverton Fire District has received payments from the State of Oregon for these responses; and

**WHEREAS**, local budget law (ORS 294.338(3)) allows the expenditure of funds for an unforeseen occurrence or condition which could not have been foreseen at the time of preparation of the budget for the current fiscal year; and

**WHEREAS**, Silverton Fire District equipment and personnel incurred expenses during the response;

**NOW THEREFORE**, be it resolved, the Board of Directors of the Silverton Fire District hereby acknowledges the receipt of and hereby authorizes conflagration revenues totaling \$47,807 transferred into the Reserve Fund, Revenue under Transfer In as listed below:

Fund 29 Account	CR	DR
29-0-45025 Transfer In	\$47,807	
25-0-45075 Conflagration Receipts		\$47,807

**ADOPTED BY THE BOARD OF DIRECTORS** of the Silverton Fire District at a regular scheduled meeting held on this day of April 13, 2021.

\_\_\_\_\_  
Les Von Flue  
President, Board of Directors

\_\_\_\_\_  
Robert Mengucci  
Secretary-Treasurer, Board of Directors

**ATTEST:**

\_\_\_\_\_  
Candace Cantu  
District Clerk



# 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>*April 13, 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 8, 2021</b>
<b>Enact Resolutions</b> .....	<b>*June 8, 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



## **SILVERTOWN FIRE DISTRICT**

### **\*\*\* MEMORANDUM \*\*\***

April 9, 2021

**TO: Board of Directors**

**FROM: Chief Miles**

**SUBJECT: West-Side Gateway Project Right-of-Way Dedication**

The West-Side Gateway Planned Development housing project at the west end of Rail Way is moving forward and the developer is hoping to have building permits in hand this spring. The City of Silvertown is requiring the developer to make street improvements along Rail Way Street as one of the conditions of the development.

The developer has requested that the Fire District dedicate 10-ft. of additional right-of-way along Rail Way. This right-of-way dedication will permit the developer to widen the roadway, install a curb, sidewalk and make public storm improvements as depicted on the attached plan. The fire district driveway approaches will also be improved. The street frontage along Rail Way is just under 208 feet.

At this time we are waiting to get information from the developer's engineer on the final design for the street improvements and get answers to some additional questions about how the storm water system will be changed. The Board will need to decide whether to dedicate the requested property interest without compensation or request some form of compensation.