

CHARLESTON FIRE DISTRICT

92342 Cape Arago Hwy., Coos Bay, OR. 97420-8745

"WE'RE HERE FOR LIFE"

Notice of a Regular Meeting

A **Regular** meeting of the Board of Directors of the Charleston Rural Fire Protection will be held on **October 21, 2020** at the Barview Fire Station, 92342 Cape Arago Highway, at **7:00 PM**.

THIS IS A PUBLIC MEETING AND THE PUBLIC IS INVITED.

Regular Business meeting is called to order in accordance with ORS192.610 to 192.690.

This meeting may be recorded.

NOTICE: Due to the protective measures implemented by the State of Oregon in response to the COVID-19 pandemic relative to social distancing, the District will be complying with legislative action enacted by the State of Oregon with regards to Public Meetings Law. Public meetings for the time being will be conducted remotely. There will not be a physical location for the public to attend. However, the public will be able to listen to the proceedings or to attend through video conferencing. The public may secure access to the Board meeting by sending an email to the address below by 2 PM October , 2020. A link for the meeting will be emailed back to you.

1) To view and listen to the meeting, please follow the instructions below:

Please register for the Charleston RFPD Board of Directors Meeting on or before 2PM October 21, 2020 by emailing charchief8201@gmail.com. If you do not have the capability to access this way, contact Chief Sneddon at 541-435-7071 by 12 noon October 21, 2020.

After registering, you will receive a confirmation email containing information about joining the webinar. This is a ZOOM meeting and you may have to download the ZOOM App to view on your smart phone or tablet.

REGULAR MEETING AGENDA

Call meeting to order, Flag salute, and Rollcall

Consent Agenda: (items will be approved by a single motion unless the Board wants to address a single item separately during the meeting).

Approval of minutes of: Regular meeting dated September 16, 2020

Financial: Approval of the statements of revenue and expense & check register for September 2020

Reports & Correspondence

Administrative report: Alarm and drill statistics & operations report

Unfinished Business

Additional Unfinished Business:

Any business that is required to come before the Board that has risen since the posting of the agenda

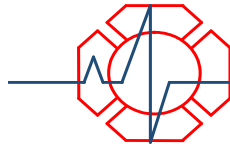
New Business

Additional New Business

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Good of the Order

Adjournment



CHARLESTON FIRE DISTRICT

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These minutes are a draft until adopted by the Board of Directors and signed by the Board Secretary.

September 16, 2020

Charleston Rural Fire Protection District **Regular Meeting** of the Board of Directors

Called to Order: 7:05 PM

Flag Salute

Roll call:

Present: Roy Holland, Ed Powers, Heide Cummings, Kim Davidson (Via Zoom)

Absent: Dave Richards

Staff Present: Chief Mick Sneddon, Legal Counsel Jane Stebbins (Via Zoom)

Consent Agenda:

1. Minutes of the prior meeting:
Regular meeting August 19, 2020
2. Financial: Approval of the statements of revenue and expense & check register

Petty Cash	\$ 100.00
Operating	\$ 22,446.17
Prime	\$ 70,903.62
LGIP Acct 1	\$ 26,687.01
Total Operating	\$ 120,136.80
BERF	\$ 36,139.31
Debt Service	\$ 13,581.30
Total All Funds	\$ 169,857.41

Motion: Ed Powers, 2nd by Heide Cummings to approve the consent agenda as proposed.

Discussion: None

Motion Carried by Unanimous Decision

Reports & Correspondence:

Chief gave the Administrative Report adding a report of a Firefighter drove a truck out the truck bay door and tore a wing door off. Working on repairing truck now.

UNFINISHED BUSINESS:

None

Additional Unfinished Business:

None

NEW BUSINESS:

Transfer of 2002 Ford/ Wheeled Coach Ambulance ID# R-721 to Upper McKenzie RFPD who lost half their fleet and a station during the Holliday Farm Fire. The Board briefly discussed the situation and the transfer.

Motion: Ed Powers, 2nd by Heide Cummings to transfer the 2002 Ford/Wheeled Coach ambulance Vin 1FDXE45F82HB65721 to Upper McKenzie RFPD.

Discussion: None

Motion Carried by Unanimous Decision

Additional New Business:

None

GOOD OF THE ORDER:

- A. Chief Sneddon brought up that the gun raffle for the Charleston Association of Volunteers is still going on.

President Holland adjourned the meeting at 7:25 PM

EXPLANATION OF BOARD PACKET

Reports & Correspondence

Financial: statements of revenue and expense & approval of check register

Prior Meeting Financial Summary
 (Ending Last Day of September, 2020)

Petty Cash	\$ 100.00
Operating	\$ 19,340.74
Prime	\$ 11,810.27
LGIP Acct 1	\$ 34,099.93
Total Operating	\$ 65,350.94
BERF	\$ 36,168.89
Debt Service	\$ 13,592.42
Total All Funds	\$ 115,112.25

**Budget Summary incomes
 verses expenditures:**
 Ending Last Day of September
 for Fiscal Year 2020/2021

Revenues	
Other Revenues	\$ 5,632.46
Prior Taxes	\$ 1,806.71
Taxes	\$ 2,075.26
Total Income General Fund	\$ 9,514.43
Income BERF/ Debt Service	\$ 117.94
Total income all Funds	\$ 9,632.37
Expenses	
Personal Services	\$ 97,937.67
Materials and Services	\$ 27,530.36
Capital outlay/ GF Debt Service	\$ 110.00
Total Expenditures	\$ 125,578.03
Transfers to BERF	\$ -
BERF M&S Equip Repair	\$ -
BERF M&S Building Repair	\$ 20,248.08
BERF M&S Other	\$ 0.08
BERF Equipment	\$ -
BERF Building	\$ -
BERF Total Expenditures	\$ 20,248.16
Transfers to Debt Service Fund	\$ -
Debt Service Fund	\$ 0.02
Total Expenditures all funds	\$ 145,826.21

Administrative report: Alarm and drill statistics & operations report

ACTIVITY REPORT

Call volume for the fire district this month is as follows:

2020	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Fires	2	4	6	6	7	5	4	3	8				45
EMS	54	40	49	41	37	58	45	53	57				434
MVC/Rescue	4	4	4	2	7	4	4	4	3				36
Burn Complaints	4	5	3	8	4	2	4	2	6				38
Good Intent	5	2	2	3	5	6	5	0	6				34
Monthly Total	69	55	64	60	60	75	62	62	80				587
Year to Date	69	124	188	248	308	383	445	507	587	587	587	587	

2019	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Fires	0	1	3	4	1	2	3	2	4	5	1	7	33
EMS	50	48	47	52	41	44	44	55	57	62	32	44	576
MVC/Rescue	5	3	2	5	3	3	6	8	2	1	2	9	49
Burn Complaints	4	3	3	2	4	2	2	8	5	6	9	0	48
Good Intent	1	2	0	2	2	2	9	3	5	5	4	3	38
Monthly Total	60	57	55	65	51	53	64	76	73	79	48	63	744
Year to Date	60	117	172	237	288	341	405	481	554	633	681	744	

Last Month: Average calls per day: 30 days, 80 calls equals 2.67 calls per day
 Total Calls by Month

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Sub-total	Total
2020	69	55	64	60	60	75	62	62	80				587	587
2019	60	57	55	65	51	53	64	76	73	79	48	63	554	744
2018	68	62	64	55	45	71	66	68	48	39	69	58	547	713
2017	64	54	70	63	65	59	62	65	75	70	61	67	577	775
2016	59	49	53	69	64	82	50	57	55	54	58	58	538	708
2015	69	61	52	60	71	55	60	81	66	71	53	72	575	771
2014	56	55	36	54	81	36	55	62	55	76	39	52	490	657
2013	39	35	52	44	44	40	51	57	42	64	48	60	404	576
2012	65	48	54	48	51	61	49	46	34	46	34	38	456	574
2011	48	41	35	55	45	36	44	71	70	56	50	51	445	602
2010	45	39	41	30	38	44	51	58	40	56	35	46	386	523
2009	40	34	40	49	53	51	60	54	53	45	39	46	434	564
2008	53	34	33	58	48	45	48	60	45	50	31	43	424	548
2007	50	42	64	60	57	51	62	63	47	48	41	68	496	653
2006	53	51	39	40	55	57	60	41	36	45	42	48	432	567
avg	56	48	50	54	55	54	56	61	55	57	50	59	490	

Training Report, September 2020

This report is an account of weekly, joint and special training completed by members of the Charleston Rural Fire Protection District during September, 2020.

Weekly Training:

1. Association Meeting. (Zoom Meeting)
2. We continue on-line Target Solutions training (Fire & Medical continuing education).
3. Student Drills - Second year students are working on Apparatus Operator and being mentors for new students task book check offs and assisting new volunteers.
4. New recruits are working on In-House Task Books.
5. * Due to COVID 19 Restrictions placed by the Governor, we are utilizing Zoom Meetings and small group training sessions, more to follow. This will continue as expected.

Joint Training:

1. Joint Student Academy held at the SOCC Campus Fire Tower. Coos Bay Fire & North Bend. Crews finished their training in early September.
2. DPSST Ventilation (hands-on) prop @ North Bend Fire Department.

Special Training:

3. Zoom meetings with Coos Health & Wellness, regarding COVID 19. Changed to 1st and 3rd Mondays. Fire District continues to get updates.

There were 164.25 training hours completed in the month of September.

Respectfully submitted,
Deputy Fire Chief Kemmerle
10/05/2020

ADMINISTRATIVE REPORT

- A. The District picnic has been postponed until indefinitely.
- B. The Zoom Meetings will continue for our Board Meetings until hazard of COVID-19 goes away. Under the current protocols, masks will be worn during the meetings and all members in the station during the meeting will be required to wear a mask as well.
- C. We survived the Culvert construction of 2020. The highway was closed for 8 days while they replaced a culvert for Third Creek under Cape Arago Hwy.
- D.
- E.
- F.

Respectfully Submitted

Michael J. Sneddon, Fire Chief

Unfinished Business

-No unfinished business proposed-

Additional Unfinished Business:

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New Business

Additional New Business:

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Good of the Order

- A) The Gun raffle sales for the Charleston Volunteer Firefighter's Association was a success, sales ended this year with by selling out the tickets in the last 2 weeks.

- B) Chief Sneddon reaches 24 years as Fire Chief this evening. October 21, 1996 was his original hire date during the Board meeting that night.