

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

**January 21, 2026**

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

Called to Order: 6:00 PM by President Holland

Flag Salute

Roll call:

Present: Roy Holland, Nancy Santos, Ed Powers, Dave Richards, Don Manley

Staff Present: Chief Mick Sneddon, Captain Russell Shield, Jane Stebbins (Via Zoom)

**Consent Agenda:**

1. Minutes of the prior meeting: - Regular meeting November 18, 2025
2. Financial: Approval of the statements of revenue and expense & check register

Petty Cash	\$100.00
Operating	\$50,441.79
Prime	\$44,614.10
LGIP Acct	\$480,458.60
Total Operating	\$575,614.49
BERF	\$66,043.43
Debt Service	\$117,951.69
Total All Funds	\$759,609.61

**Motion:** Don Manley, 2<sup>nd</sup> by Nancy Santos to approve the consent agenda as proposed.

Discussion: None

Vote: Aye: Nancy Santos, Ed Powers, Dave Richards, Don Manley, and Roy Holland

Motion Carried by Unanimous Decision

**Reports & Correspondence:**

Chief gave the Administrative Report: Alarm and drill statistics and operations report. We discussed the process briefly of annexing properties outside of the district that has been serving for years free. With the costs of everything and the tax rate, it is time to formally annex them and charge the same as anyone in the district. This is also a push from the State Fire Marshal's Office to reduce the amount of unprotected lands. I will be working with legal counsel Jane Stebbins. Jane just finished this process for Fairview RFPD. We received a grant in the amount of \$4,500 for rope rescue equipment, replacing ropes and harnesses that are outdated.

**UNFINISHED BUSINESS:**

Auditor

Chief Sneddon informed the Board that the search of a new auditor is still in the works. I prepared a full Request for Proposal and emailed to several every firm on the list from the Secretary of State Audits Division.

Station remodel

Chief Sneddon discussed the further the proposal for the station remodel and intent to fund entirely through grants. We are currently waiting for some architectural renderings of the exterior look of the station. Wit the grant requests we are working on, we need design costs and expected construction costs to determine the amount of funding we need to ask for.

No action at this time is required.

**Additional Unfinished Business**

No additional unfinished business was declared.

**NEW BUSINESS:**

No New Business was proposed.

**Additional New Business:**

No additional New Business was declared.

**GOOD OF THE ORDER:**

A. Charleston Crab Feed is February 14th.

Roy Holland adjourned the meeting at 6:35 PM

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Secretary of the Board