

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 **August 21, 2019** 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.

REGULAR MEETING

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 July 17, 2019

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

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 arisen since the posting of the agenda

New Business

Request to surplus property

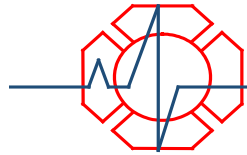
Request to sell surplus equipment

Additional New Business

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

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.

July 17, 2019

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

Called to Order: 7:20 PM

Flag Salute

Roll call:

Present: Roy Holland, Ed Powers, Heide Cummings, Kim Davidson

Absent: Dave Richards

Staff Present: Chief Mick Sneddon

Election of Officers:

Nominations for Board President

Ed Powers nominated Roy Holland for President, 2nd by Kim Davidson.

Motion: Kim Davidson, 2nd by Heide Cummings to close nominations for President

Discussion: none

Motion Carried by Unanimous Decision for Roy Holland for President

Nominations for Vice President

Kim Davidson nominated Ed Powers for Vice President, 2nd by Heide Cummings

Motion: Kim Davidson, 2nd by Heide Cummings to close nominations for Vice President

Discussion: none

Motion Carried by Unanimous Decision for Ed Powers for Vice President

Nominations for Secretary/ Treasurer

Kim Davidson nominated Heide Cummings for Secretary/ Treasurer

Motion: Heide Cummings, 2nd by Kim Davidson to close nominations for Secretary/ Treasurer

Discussion: none

Motion Carried by Unanimous Decision for Heide Cummings for Secretary/ Treasurer

Consent Agenda:

1. Minutes of the prior meeting: Regular meeting & Budget Hearing dated June 19, 2019
2. Financial: Approval of the statements of revenue and expense & check register

Petty Cash	\$ 100.00
Operating	\$ 26,103.81
Prime	\$ 27,086.62
LGIP Acct 1	\$ 178,643.08
Total Operating	\$ 231,933.51
BERF	\$ 113,945.22
Debt Service	\$ 13,811.76
Total All Funds	\$ 359,690.49

Motion: Ed Powers, 2nd by Kim Davidson to approve the consent agenda as proposed.
Discussion: None
Motion Carried by Unanimous Decision

Administrative:

Chief gave the report.

UNFINISHED BUSINESS:

None

Additional Unfinished Business:

None

NEW BUSINESS

None

Additional New Business:

None

GOOD OF THE ORDER:

A. Seafood Festival August 9, 10 & 11

Adjourned the meeting at 7:45 PM

Secretary of the Board

EXPLANATION OF BOARD PACKET

Reports & Correspondence

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

Petty Cash	\$ 100.00
Operating	\$ 23,413.83
Prime	\$ 41,748.37
LGIP Acct 1	\$ 117,104.48
Total Operating	\$ 182,366.68
BERF	\$ 114,211.35
Debt Service	\$ 13,844.02
Total All Funds	\$ 310,422.05

Current Meeting Financial Summary
(Ending Last Day of July, 2019)

**Budget Summary incomes
verses expenditures:**
Ending Last Day of July
for Fiscal Year 2019/2020

Revenues	
Other Revenues	\$ 4,971.11
Prior Taxes	\$ -
Taxes	\$ -
Total Income General Fund	\$ 4,971.11
Income BERF/ Debt Service	\$ 298.39
Total income all Funds	\$ 5,269.50
Expenses	
Personal Services	\$ 38,408.01
Materials and Services	\$ 20,838.24
Capital outlay	\$ -
Total Expenditures	\$ 59,246.25
Transfers to BERF	\$ -
BERF M&S Equip Repair	\$ -
BERF M&S Building Repair	\$ -
BERF M&S Other	\$ -
BERF Equipment	\$ -
BERF Building	\$ -
BERF Total Expenditures	\$ -
Transfers to Debt Service Fund	\$ -
Debt Service Fund	\$ -
Total Expenditures all funds	\$ 59,246.25

Administrative report: Alarm and drill statistics & operations report

ACTIVITY REPORT

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

2019	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Fires	0	1	3	4	1	2	3						14
EMS	50	48	47	52	41	44	44						326
MVC/Rescue	5	3	2	5	3	3	6						27
Burn Complaints	4	3	3	2	4	2	2						20
Good Intent	1	2	0	2	2	2	9						18
Monthly Total	60	57	55	65	51	53	64						405
Year to Date	60	117	172	237	288	341	405						

2018	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Fires	6	7	3	3	4	1	4	8	6	9	6	5	62
EMS	54	48	54	41	35	57	57	54	36	24	53	38	551
MVC/Rescue	4	6	6	3	1	4	2	4	3	2	1	3	39
Burn Complaints	2	1	0	2	4	4	1	0	2	2	6	6	30
Good Intent	2	0	1	6	1	5	2	2	1	2	3	6	31
Monthly Total	68	62	64	55	45	71	66	68	48	39	69	58	713
Year to Date	68	130	194	249	294	365	431	499	547	586	655	713	

Last Month: Average calls per day: 30 days, 53 calls equals 1.77 calls per day

Total Calls by Month

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Sub-total	Total
2019	60	57	55	65	51	53	64						405	405
2018	68	62	64	55	45	71	66	68	48	39	69	58	431	713
2017	64	54	70	63	65	59	62	65	75	70	61	67	437	775
2016	59	49	53	69	64	82	50	57	55	54	58	58	426	708
2015	69	61	52	60	71	55	60	81	66	71	53	72	428	771
2014	56	55	36	54	81	36	55	62	55	76	39	52	373	657
2013	39	35	52	44	44	40	51	57	42	64	48	60	305	576
2012	65	48	54	48	51	61	49	46	34	46	34	38	376	574
2011	48	41	35	55	45	36	44	71	70	56	50	51	304	602
2010	45	39	41	30	38	44	51	58	40	56	35	46	288	523
2009	40	34	40	49	53	51	60	54	53	45	39	46	327	564
2008	53	34	33	58	48	45	48	60	45	50	31	43	319	548
2007	50	42	64	60	57	51	62	63	47	48	41	68	386	653
2006	53	51	39	40	55	57	60	41	36	45	42	48	355	567
avg	55	47	49	54	55	53	56	60	51	55	46	54	369	

Training Report, JULY 2019

This report is an account of weekly, joint and special training completed by members of the Charleston Rural Fire Protection District during July, 2019.

Weekly Training:

1. Engine Company Evolutions (Pump / Hose, Hydrant Evolutions, and Search & Rescue)
2. FF 1 Curriculum with new volunteers and students. Orientation, FF Safety, Fire Behavior, Portable Extinguishers, Protective Clothing
3. Hydrant Maintenance (Painting) (Shift Projects)
4. Hose Testing (Shift Projects)
5. Hose Loading (Shift Projects)

Joint Training:

1. ODOT Traffic Incident Management Class (Kemmerle, Marr, Reagan, Meeks, Cybulski, Eiselein-C)

Special Training:

1. Association Meeting
2. Safety Committee
3. ISO Preliminary Evaluation with Dave Hyland (Kemmerle / Sneddon)
4. Southwestern Oregon Fire Instructors Association (Kemmerle / Terrell)
5. Rope Rescue (Low Angle – Use of MPD on a 3:1 and 5:1 system review)
6. After Action Review of Structure Fire on 12th Street

Public Relations:

1. Fair Booth at Myrtle Point July 23-27 (Each day the booth was manned for 14 hours)

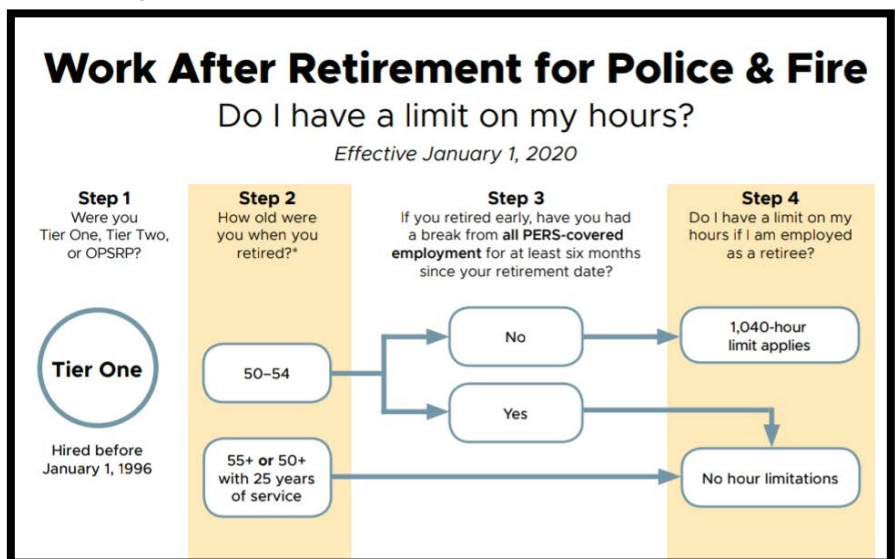
There were **39** classes and **140.5** training hours completed in the month of April.

Respectfully submitted,

Deputy Fire Chief Kemmerle
08/2/2019

ADMINISTRATIVE REPORT

- A. Engine Refurb, the truck is just finished with paint, I am scheduled in late August to travel up and check the progress immediately after paint.
- B. Our 2019 Seasonal Firefighters are Connor Corpus and Trenton McGahan, both have been student firefighters since September for us.
- C. FF Terrell is taken the lead on the student program under the direction of Captain Henderson and is doing very well. We are currently have seven students this upcoming school year
- D. Changes in PERS due to SB1049 changes the limit on hours for tier 1 retirees which includes myself. According to the chart effective January 1, 2020 there will be no hourly limitations, with this change I intend to return to at least ¾ time January 1st. There is funding for this in the budget. There is more to this chart, however, I cut off the information that does not affect me. If you would like to see all of it, please feel free to ask.



- E. I began to notice the meeting room not cooling down, we had a tech come out and the compressor on the heat pump system has failed. To replace compressor would be similar to replacing the entire unit in cost. The decision has been made to remove that system and we are working on quotes for replacing it with a mini-split system similar to what we put in the offices. The estimated cost is \$8,000 and will provide hvac to the meeting room, conference room and the dorm. In future I intend to work on adding another unit to the truck bay and retire the diesel fuel heating system as it is not overly efficient.

Respectfully Submitted

Michael J. Sneddon, Fire Chief

Unfinished Business

No Unfinished Business Proposed

Additional Unfinished Business:

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New Business

Request to Surplus equipment

Lot #1

DOT 4-cylinder rack



Lot # 2

Air Cylinder fill station, single bank, 2 cylinder fill, enclosed



Lot # 3

Air Cylinder fill station, 3 bank, 2 cylinder, open



Lot # 4

LG Front Load Washer and Dryer set left by a student firefighter.

(I have a confirmation email from him releasing the machines to the Fire District.)



Additional New Business:

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

Good of the Order

- A) The Seafood Festival was a great success. Chris Eiselein was very instrumental in the success of this event this year as the leader.

- B) Through a joint program, the Fire District and the Charleston Volunteer Firefighters Association again had a booth at the fair for Fire Prevention and fund raising.

- C) The Charleston Volunteer Firefighters Association is once again selling raffle tickets for several guns to raise funds to purchase equipment for the fire district operations. These raffles have provided over \$20,000 in equipment purchases over the past 5 years. For information see one of our firefighters or Chief Huff.

- D)