

BOARD OF Directors
Hoskins-Kings Valley Rural Fire Protection District
P.O. Box 116
Philomath, Oregon 97370
(541) 929-2111

HKV-RFPD Board Minutes

Location: HKV Station 1 – 38101 Kings Valley Hwy 223 – Approved 3-20-2024

Date/Time	February 21, 2024 Location Fire Station
Chair	Ted Baker Minutes taken by Shelley
Present	<p>Board Staff: Ted</p> <p style="text-align: right;">Absent:</p> <p>Baker, Evelyn Hukari, John Madsen, Shelley Olson</p> <p>Staff: Adam Ryan</p>

Agenda	Who	Discussion
Item		
Chair Welcome:	Ted Baker	Call to Order at 7:04 pm
Secretary Report	Shelley	Approval of agenda Motion to approve by Evelyn; Second by Shelley. MPU Approval of minutes Motion to approve by Ted; Second by Evelyn. MPU

Treasurer Report	John	Treasurer report attached Ted makes a motion to raise the 2 signature authorization amount to up to \$2000. Making any expenditure amount over \$2000 to require 2 signatures, expenditures under \$2000 will not require 2 signatures. <u>John seconds the motion, MPU</u>
EMT Report Chief Report	Adam Ryan Adam Ryan	Report attached Addendum; Mark went to EMS coordinators quarterly meeting. Adam showed Jeff Green, a diesel mechanic, the station rigs in hopes of securing a local mechanic for HKV-RFPD trucks.
Old Business -	All	Website name to be changed to HKV-RFPD.org as per Adam Ivan has concerns about the proposed kiosk being located in the 223 Hwy right of way and if ODOT requires a permit for kiosk. Evelyn contacted ODOT regarding these concerns, waiting for ODOT answer. Gutter repair to be handled in house.

BOARD OF Directors
Hoskins-Kings Valley Rural Fire Protection District
P.O. Box 116
Philomath, Oregon 97370
(541) 929-2111

		Celia Felsenberg to be appointed to fill vacant board seat. Motion to approve Shelley; second John MPU Budget meeting to be held April 17, 2024 at 6pm Community volunteers needed for budget committee
New Business	All	Abandon Peak in favor of new website
Closing	All	Meeting adjourned by Ted at 8:15pm Next meeting Date: March 20, 2024

Actions:

- Ted to go to Benton County Tax office for projection of tax.

- Recruit community volunteers for budget committee

HKV RFPD Chief Report February 21, 2024

Calls this period

Jan 30 - Medical - Back Pain - No response from HKV. Philomath and Corvallis responded. Corvallis did not transport the patient.

Jan 31 - Medical - Breathing Problems - Adam, Daniel and Mary responded. Corvallis transported to Good Sam.

Feb 1 - Medical - Heart Problems - Adam and Daniel responded. Corvallis transported to Good Sam.

Feb 21 - Medical - Dislocated Shoulder - Adam and Daniel responded. Corvallis transported to Good Sam.

PFR drills this period

Jan 23 - Ladders and Hoses using the house that will be burned in an upcoming Burn to Learn. Adam attended.

Feb 13 - Search and Rescue using the house that will be burned in an upcoming Burn to Learn. Adam, Daniel and Mike attended.

Training

The latest EMR class at Philomath Fire began on Saturday the 18th. Lee, Laura and Nick are attending, and this should conclude at the end of March.

Philomath will host a Burn to Learn on Sunday, March 3, and Adam, Mark and Nick are planning to attend.

Equipment

MyComm has reprogrammed all mobile and portable radios for VMed29 and all-county tones except for the mobile in the medical van. The van will need to be brought into Corvallis or Philomath when MyComm is in the area next.

Adam met with Alan from SeaWestern. They reviewed the current stock of turnouts and SCBAs. Alan then joined us at drill on Tuesday the 20th to measure all volunteers for new turnouts. New turnouts have been ordered for Adam, Daniel and Nick at a cost of \$11,383.07. They will be delivered late spring or early summer.

Meetings

Adam attended the monthly Fire Defense Board Meeting.

Adam attended the Community Wildfire Protection Plan (CWPP) Annual Review. The list of local projects was modified:

- Establishment of a local retail fuel station was removed.

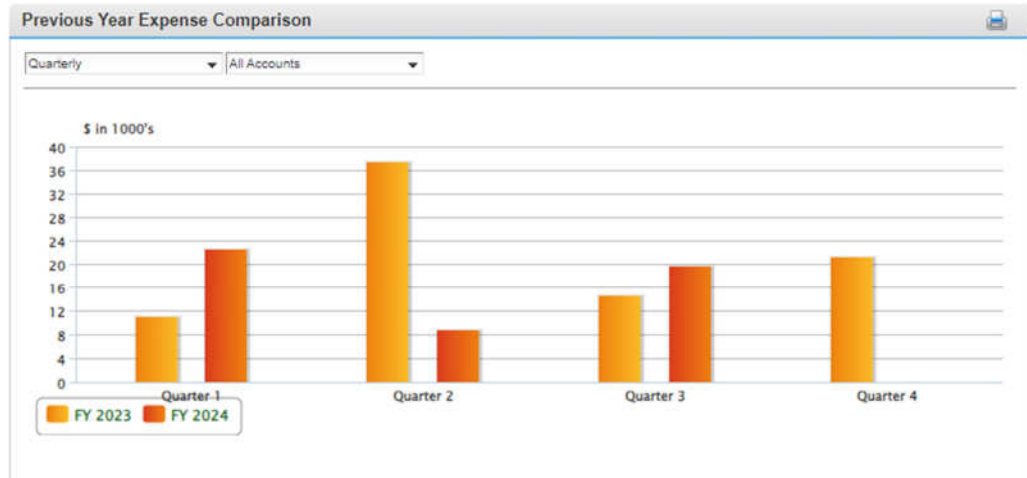
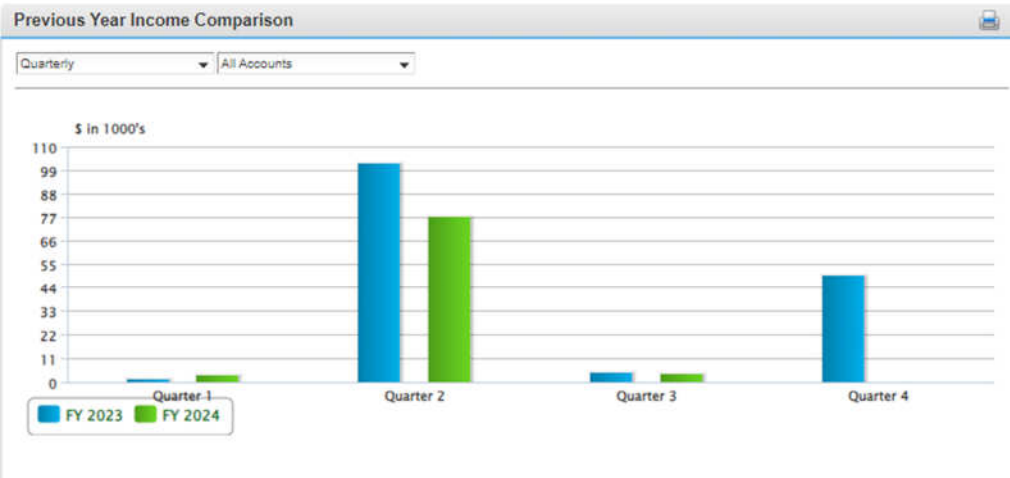
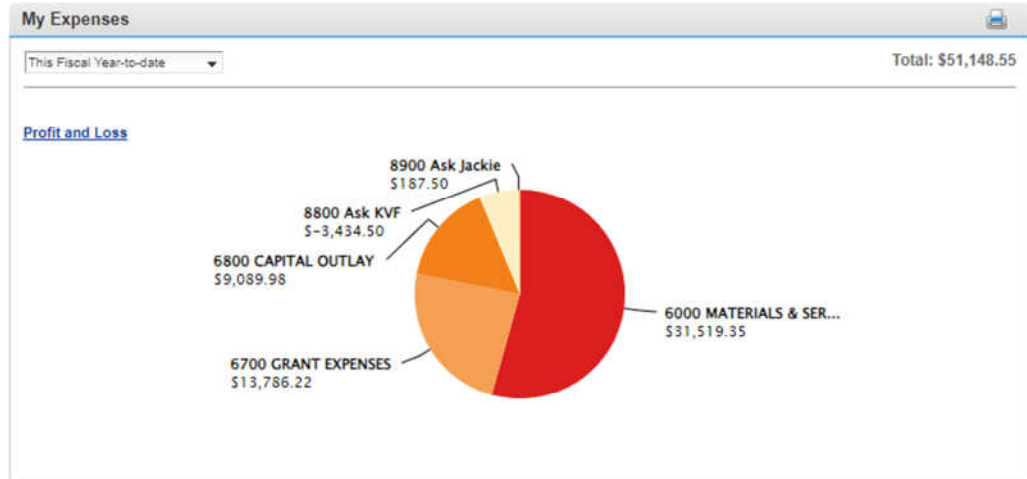
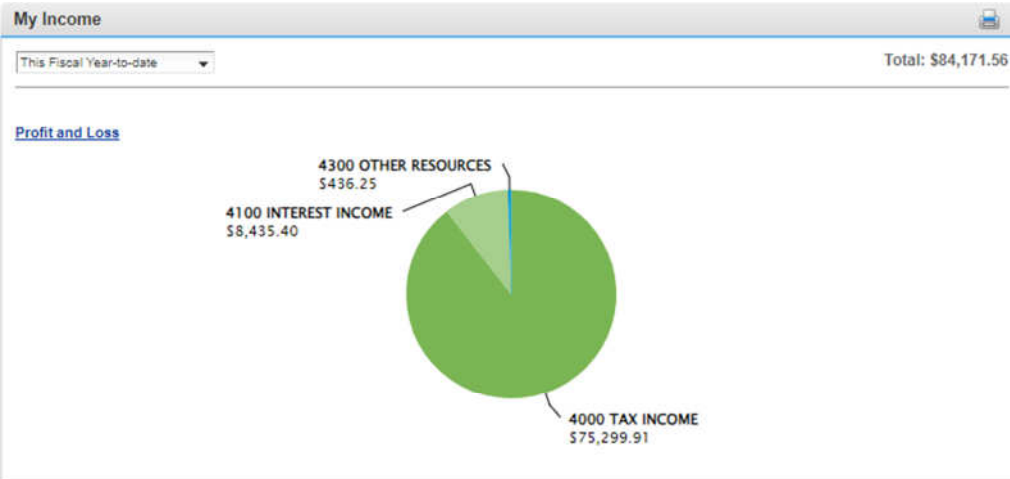
- Expansion of the fire station was removed.

- The need for additional water sources on Luckiamute Road, Maxfield Creek Road and Tatum Lane remained as future projects.

Adam attended Wildfire Staffing Grant Webinar for 2024 in preparation for applying for the grant this year.

Safety Training

SCBA care and maintenance



Hoskins Kings Valley Rural Fire Protection District

Budget vs. Actuals: FY_2023_2024 - FY24 P&L

July 2023 - February 2024

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Income				
4000 TAX INCOME				
4010 Property Tax Income-Current	75,299.91	75,400.00	-100.09	99.87 %
4020 Property Tax Income - Prior		1,000.00	-1,000.00	
Total 4000 TAX INCOME	75,299.91	76,400.00	-1,100.09	98.56 %
4100 INTEREST INCOME				
4110 Interest-LGIP	8,435.40	4,200.00	4,235.40	200.84 %
Total 4100 INTEREST INCOME	8,435.40	4,200.00	4,235.40	200.84 %
4300 OTHER RESOURCES				
4310 General Donations	100.00	1,000.00	-900.00	10.00 %
4320 Grants, Levies, Etc.	336.25	10,000.00	-9,663.75	3.36 %
Total 4300 OTHER RESOURCES	436.25	11,000.00	-10,563.75	3.97 %
4900 Cash Carryover (Budget only)		10,000.00	-10,000.00	
Total Income	\$84,171.56	\$101,600.00	\$ -17,428.44	82.85 %
GROSS PROFIT	\$84,171.56	\$101,600.00	\$ -17,428.44	82.85 %
Expenses				
6000 MATERIALS & SERVICES				
6100 ADMIN EXPENSES				
6105 Insurance/ Bonds	12,043.00	0.00	12,043.00	
6110 Legal & Audit	50.36	0.00	50.36	
6115 Accounting	2,240.99	0.00	2,240.99	
6120 Contract Services	655.42	0.00	655.42	
6125 Medical Director Fee	100.00		100.00	
6130 Office Supplies	381.87	0.00	381.87	
Total 6100 ADMIN EXPENSES	15,471.64	22,500.00	-7,028.36	68.76 %
6200 EMS Supplies	124.56	3,800.00	-3,675.44	3.28 %
6250 Uniforms & PPE	481.72	9,600.00	-9,118.28	5.02 %
6450 Travel & Training	75.00	2,000.00	-1,925.00	3.75 %
6500 INTER-GOVT AGENCY				
6510 911 Cost Share		0.00	0.00	
6520 Philomath Fire Contract	9,125.00	0.00	9,125.00	
Total 6500 INTER-GOVT AGENCY	9,125.00	0.00	9,125.00	
6600 FIRE HALL				
6610 UTILITIES				
6611 Electricity	1,557.94	0.00	1,557.94	
6612 Propane	70.00	0.00	70.00	
6613 Phone & Internet	978.00	0.00	978.00	
Total 6610 UTILITIES	2,605.94	0.00	2,605.94	
6620 Maintenance	795.02	0.00	795.02	
Total 6600 FIRE HALL	3,400.96	8,000.00	-4,599.04	42.51 %
6650 VEHICLE & EQUIP				
6651 Vehicle Maintenance	594.02	0.00	594.02	

Hoskins Kings Valley Rural Fire Protection District

Budget vs. Actuals: FY_2023_2024 - FY24 P&L

July 2023 - February 2024

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
6652 Major Vehicle Repairs		4,000.00	-4,000.00	
6655 Equip Maintenance	0.00	200.00	-200.00	0.00 %
6656 Equip Testing	850.00	200.00	650.00	425.00 %
6657 Radio Maintenance	1,285.50	3,000.00	-1,714.50	42.85 %
Total 6650 VEHICLE & EQUIP	2,729.52	12,400.00	-9,670.48	22.01 %
Total 6000 MATERIALS & SERVICES	31,408.40	58,300.00	-26,891.60	53.87 %
6700 GRANT EXPENSES				
6710 OSFM FIREFIGHTER \$35k		12,000.00	-12,000.00	
6711 Firefighter Wages	11,198.75		11,198.75	
6712 Firefighter PR Taxes	1,164.03		1,164.03	
6714 Payroll Processing	617.44		617.44	
Total 6710 OSFM FIREFIGHTER \$35k	12,980.22	12,000.00	980.22	108.17 %
6720 OSFM EDUCATION \$10k		10,000.00	-10,000.00	
6721 Website Services	806.00		806.00	
Total 6720 OSFM EDUCATION \$10k	806.00	10,000.00	-9,194.00	8.06 %
Total 6700 GRANT EXPENSES	13,786.22	22,000.00	-8,213.78	62.66 %
6800 CAPITAL OUTLAY				
6810 RESERVE FUND PROJECTS				
6811 Bay Doors Concrete Apron	9,089.98	10,000.00	-910.02	90.90 %
Total 6810 RESERVE FUND PROJECTS	9,089.98	10,000.00	-910.02	90.90 %
6890 Interfund Transfers Out		7,000.00	-7,000.00	
Total 6800 CAPITAL OUTLAY	9,089.98	17,000.00	-7,910.02	53.47 %
Total Expenses	\$54,284.60	\$97,300.00	\$ -43,015.40	55.79 %
NET OPERATING INCOME	\$29,886.96	\$4,300.00	\$25,586.96	695.05 %
Other Income				
7900 Interfunds Transfer Offset		7,000.00	-7,000.00	
Total Other Income	\$0.00	\$7,000.00	\$ -7,000.00	0.00%
Other Expenses				
7800 Contingency		4,000.00	-4,000.00	
8800 Ask KVF	-3,434.50		-3,434.50	
8900 Ask Jackie	187.50		187.50	
Total Other Expenses	\$ -3,247.00	\$4,000.00	\$ -7,247.00	-81.18 %
NET OTHER INCOME	\$3,247.00	\$3,000.00	\$247.00	108.23 %
NET INCOME	\$33,133.96	\$7,300.00	\$25,833.96	453.89 %

Hoskins Kings Valley Rural Fire Protection District

Profit and Loss Detail
February 16 - March 13, 2024

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
Ordinary Income/Expenses							
Income							
4100 INTEREST INCOME							
4110 Interest-LGIP							
02/29/2024	Deposit		LGIP Fees		1110 LGIP FUNDS:General Funds	1,170.08	1,170.08
Total for 4110 Interest-LGIP						\$1,170.08	
Total for 4100 INTEREST INCOME						\$1,170.08	
Total for Income						\$1,170.08	
Expenses							
6000 MATERIALS & SERVICES							
6100 ADMIN EXPENSES							
6115 Accounting							
03/06/2024	Check	bp	Get Organized, LLC		1010 OPERATING CHECKING:Checking-1288	100.00	100.00
Total for 6115 Accounting						\$100.00	
Total for 6100 ADMIN EXPENSES						\$100.00	
6600 FIRE HALL							
6610 UTILITIES							
6611 Electricity							
02/17/2024	Check	BP	Cpi Bill Consumers		1010 OPERATING CHECKING:Checking-1288	225.16	225.16
Total for 6611 Electricity						\$225.16	
6612 Propane							
02/22/2024	Check	BP	CoEnergy	Commercial Propane and Regulatory Fee	1010 OPERATING CHECKING:Checking-1288	70.00	70.00
Total for 6612 Propane						\$70.00	
6613 Phone & Internet							
02/28/2024	Check	BP	Pioneer Telephone		1010 OPERATING CHECKING:Checking-1288	111.91	111.91
03/03/2024	Check	BP	Peak Internet		1010 OPERATING CHECKING:Checking-1288	10.95	122.86
Total for 6613 Phone & Internet						\$122.86	
Total for 6610 UTILITIES						\$418.02	
6620 Maintenance							
02/17/2024	Check	4541	Axis Electric Inc.	invoice 28217 replace battery and general maint	1010 OPERATING CHECKING:Checking-1288	375.15	375.15
Total for 6620 Maintenance						\$375.15	
Total for 6600 FIRE HALL						\$793.17	
Total for 6000 MATERIALS & SERVICES						\$893.17	
Total for Expenses						\$893.17	
Net Ordinary Income						\$276.91	
Other Income/Expense							
Other Expense							
8800 Ask KVF							
02/17/2024	Deposit	126886756	State of Oregon state fire marchal	Claim Smith River Conflagrat	1010 OPERATING CHECKING:Checking-1288	-3,434.50	-3,434.50
Total for 8800 Ask KVF						\$ -	
						3,434.50	
8900 Ask Jackie							
02/26/2024	Check	4542	OFDDA	2024 year membership Dues	1010 OPERATING CHECKING:Checking-1288	187.50	187.50
Total for 8900 Ask Jackie						\$187.50	
Total for Other Expense						\$ -	
						3,247.00	
Net Other Income						\$3,247.00	
Net Income						\$3,523.91	

Hoskins Kings Valley RFPD

3 Balance Sheet

As of February 29, 2024

	TOTAL		
	AS OF FEB 29, 2024	AS OF JAN 31, 2024 (PP)	CHANGE
ASSETS			
Current Assets			
Bank Accounts			
1000 OPERATING CHECKING	0	0	0
1010 Checking-1288	29,579	8,990	20,590
1020 Citizens Checking 4224	1,057	1,057	0
Total 1000 OPERATING CHECKING	30,637	10,047	20,590
1100 LGIP FUNDS			
1110 General Funds	107,580	105,959	1,621
1120 Facilities Reserve	28,080	28,080	0
1130 Vehicles & Equip Reserve	104,590	104,590	0
1140 Training & Outfitting Reserve	74,337	74,337	0
Total 1100 LGIP FUNDS	284,587	302,966	-18,379
Total Bank Accounts	\$315,224	\$313,013	\$2,211
Total Current Assets	\$315,224	\$313,013	\$2,211
TOTAL ASSETS	\$315,224	\$313,013	\$2,211
LIABILITIES AND EQUITY			
Liabilities			
Current Liabilities			
Other Current Liabilities			
2500 PAYROLL LIABILITY	0	0	0
2520 Payroll Tax Liability	-3	-3	0
Total 2500 PAYROLL LIABILITY	-3	-3	0
Total Other Current Liabilities	\$ -3	\$ -3	\$0
Total Current Liabilities	\$ -3	\$ -3	\$0
Total Liabilities	\$ -3	\$ -3	\$0
Equity			
3100 Offset General Obligation Bonds	15,000	15,000	0
3300 Retained Earnings	267,093	267,093	0
Net Income	33,134	30,923	2,211
Total Equity	\$315,227	\$313,016	\$2,211
TOTAL LIABILITIES AND EQUITY	\$315,224	\$313,013	\$2,211