

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 District & Budget Hearing will be held on **October 16, 2024** at the Barview Fire Station, 92342 Cape Arago Highway, at **6:00 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.

A zoom option is available for those who choose to attend online. The public will be able to attend in person, listen to the proceedings or to attend through video conferencing. The public may secure digital access to the Board meeting by sending an email to charchief8201@gmail.com by **2 PM October 16, 2024**. A link for the meeting will be emailed back to you.

REGULAR MEETING

Call meeting to order, Flag salute, and Rollcall.

Special considerations:

Awarding of Department of Public Safety & Standards certification certificates to members of the District

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

Minutes of: Regular meeting September 18, 2024

Financial: Approval of the statements of revenue and expense & check register September 2024

Reports & Correspondence

Administrative report: Alarm and drill statistics & operations report

Unfinished Business

Kowell Tribal Fire Protection Contract

Review of negotiations with the contract changes

Additional Unfinished Business:

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

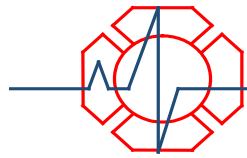
New Business

Additional New Business

Any business that is required to come before the Board that has risen 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.

September 18, 2024

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

Called to Order: 6:00 PM

Flag Salute

Roll call: Present: Roy Holland, Dave Richards, Nancy Santos, & Ed Powers

Absent: Don Manley

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

Consent Agenda:

1. Minutes of the prior meeting: Regular meeting August 28, 2024
2. Financial: Approval of the statements of revenue and expense & check register

Petty Cash	\$100.00
Operating	\$35,786.91
Prime	\$26,339.48
LGIP Acct 1 & 2	\$13,452.50
Total Operating	\$75,678.89
BERF	\$38,896.47
Debt Service	\$25,247.06
Total All Funds	\$139,822.42

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

Discussion: None

Motion Carried by Unanimous Decision

Special considerations

Presentation of Oregon Department of Public Safety and Standards certificates:

Firefighter/Engineer Aaron Reisenbigler & Firefighter/Engineer Julien Temps were presented with their certificates of certification for Rope Rescue Operations. Lieutenant/ Training Officer Caleb Moldt made the presentations

Reports & Correspondence:

Chief gave the Administrative Report: Alarm and drill statistics and operations report.

UNFINISHED BUSINESS:

Kowell Tribal Fire Protection Contract negotiations

The offer to change the valuation to 40% of the insured value which closer equates to an assessed value has been provided to them. Staff is awaiting their answer.

Additional Unfinished Business

No additional unfinished business was declared.

NEW BUSINESS:

Oregon Saving Growth Plan authorization for direct deposit

Chief Sneddon discussed the purpose of this action is to allow the Oregon Savings Growth Plan to withdraw the funds as requested from District Accounts.

Motion: Dave Richards, 2nd by Ed Powers to approve the request to for the authorization for the Oregon Savings Growth Plan to access direct deposit for employee requested deposits.

Discussion: none

Motion Carried by Unanimous Decision

Additional New Business:

No additional New Business was declared.

GOOD OF THE ORDER:

A. The Sportsman's raffle is available until 5PM on September 30th.

Roy Holland adjourned the meeting at 6:37 PM

EXPLANATION OF BOARD PACKET

Reports & Correspondence

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

Current Meeting Financial Summary: Fiscal Year 2023/2024:

(Ending Last Day of prior month)

Petty Cash	\$100.00
Operating	\$22,659.93
Prime	\$26,765.73
LGIP Acct 1 & 2	\$3,816.44
Total Operating	\$53,342.10
BERF	\$3,973.59
Debt Service	\$5,297.11
Total All Funds	\$62,612.80

Budget Summary incomes verses expenditures:

(Ending Last Day of prior month)

Revenues	
Taxes	\$6,552.74
Prior Taxes	\$4,965.26
Other Revenues	\$11,705.63
Total Income General Fund	\$23,223.63
Income BERF/ Debt Service	\$1,016.57
Total Incomes all Funds	\$24,240.20
Expenses	
Personal Services	\$222,753.26
Material and Services	\$35,187.52
Capital Outlay/ GF Debt Service	\$165.00
Total Expenditures	\$258,105.78
Transfers to BERF	\$0.00
BERF M&S Equipment Repair	\$0.00
BERF M&S Building Repair	\$0.00
BERF M&S Other	\$0.05
BERF Equipment	\$0.00
BERF Building	\$0.00
Total Expenditures BERF	\$0.05
Transfers to Debt Service Fund	\$0.00
Debt Service Fund	\$5,390.63
Total Expenditures all Funds	\$263,496.46

Administrative report: Alarm and drill statistics & operations report

ACTIVITY REPORT

Call breakdown by type 2024: (Note: Auto-Mutual Aid counts are outbound service)

2024	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Fire	4	2	0	4	3	2	1	4	2				22
Auto-Mutual Aid						3	6	3	1				13
EMS	66	48	55	44	42	50	51	51	50				457
MVC/RES	0	1	5	1	2	0	3	3	3				18
Burn Complaints	2	6	3	5	5	3	4	4	1				33
Good Intent	8	9	15	11	9	5	14	11	4				86
Lift Assists	7	5	5	7	6	2	2	2	4				40
Total	87	71	83	72	67	65	81	78	65	0	0	0	669
YTD	87	158	241	313	380	445	526	604	669	669	669	669	
Daily Avg	2.8	2.4	2.7	2.4	2.2	2.2	2.6	2.5	2.2	0	0	0	2.4

2023	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Fire	3	5	2	7	12	5	6	6	7	8	7	4	72
EMS	43	41	49	53	57	43	71	81	76	47	67	56	684
MVC/RES	5	6	2	2	5	4	1	4	3	6	5	9	52
Burn Complaints	2	2	3	0	5	6	3	4	9	8	3	4	49
Good Intent	3	8	3	6	4	4	2	10	3	9	5	33	90
Lift Assists	3	7	1	2	1	5	4	3	0	3	1	2	32
Total	59	69	60	70	84	67	87	108	98	81	88	108	979
YTD	59	128	188	258	342	409	496	604	702	783	871	979	
Daily Avg	1.9	2.5	1.9	2.3	2.7	2.2	2.8	3.5	3.3	2.6	2.9	3.5	

Total Calls by Month:

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD	Total
2024	87	71	83	72	67	65	81	78	65				669	669
2023	59	69	60	70	84	67	87	108	98	81	88	108	702	979
2022	80	91	89	85	82	90	95	91	97	81	77	119	800	1077
2021	78	54	57	69	72	79	70	89	75	84	84	99	643	910
2020	69	55	64	60	60	75	62	62	80	59	75	58	587	779
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
Avg	71	64	68	67	66	70	73	80	76	70	72	82	635	

Monthly Training Report

This report is an account of weekly, joint and special training completed by members of the Charleston Rural Fire Protection District during the month of **September 2024**.

Weekly Training:

09-04-2024: Assoc. Meeting, Med Drill: Misc. EMS topics & transport interface. **(26 hours)**

09-11-2024: Salvage & Overhaul **(20 hours)**

08-18-2024: Equipment familiarization/ Fire & EMS Trivia **(26 hours)**

09-25-2024: No drill due to joint drill with CCF&R 09-24-2024

Joint Training:

09-24-2024: Joint Drill with CCF&R Flammable Liquids and Gases using the live fire prop provided by DPSST **(59.5 hours)**

Special Training/Events:

09-20/23-2024: Bay Area Fun Festival: The association had a booth for the purpose of selling the Sportsmans Raffle Tickets and hand out Fire Prevention items.

09-28-2024: Coos County Prepares Event at Pony Village mall. The association had a booth there to again sell Sportsmans Raffle Tickets and hand out Fire Prevention items.

Shift Training:

1. Shift training topics:

Monday = Medical,

Tuesday = Target solutions,

Wednesday = Water Wednesday (Apparatus Operator topics),

Thursday = Technical (Rope, Hazmat, Vehicle, Drone, etc),

Friday = Fire (try for hands on or do table top),

Saturday = Safety (NIOSH review),

Sunday = Scenarios (table top).

2. Total shift training hours: **(57 hours)**

Total training hours for the month of **September 2024: (129 hours)**

Respectfully submitted, Lieutenant Caleb Moldt, Training Officer

Administrative Report

- A. HB 2805: new mandatory “public meetings” training requirement. I am working on a session in station to provide this training to all of our elected and appointed members. With this, I am working with the staff from Central Coos Fire & Rescue for their members to attend as well providing for a networking session for all of you.

- B. The Association has drawn the winners for the 2024 Sportmans raffle and all but 1 item has been picked up.

- C. Lieutenant Tyler Easter has accepted a position with North Bend Fire Department. His last day is October 16th. With this, we will be hiring 2 positions during the month of November. With the vacancy, we can start the new position a month earlier. As you recall there is a 7th position in the budget with a start date of January 1. Using the funds not paid out for Tyler in November, we can start that position in December. I have had numerous discussions regarding the rotation of personnel and they all return to the wage. We have made great increases however; on a local basis we are about \$18,500 per year behind North Bend and \$25,000+ behind Coos Bay. Coos Bay’s wages are not attainable and from what I see not sustainable for Coos Bay either. The annual 5% COLA is helping and as of July 1, 2025 our base wage will be over \$50,000.

<u>09/01/2024</u>	<u>Charleston Fire Full Time Employees/ combat (Classified)</u>				
Employee	Title	Assignment	Monthly Salary	Annual Salary	Any Additional Information
Shield, Russell	Captain	Duty Officer A shift	\$ 5,425.60	\$65,107.20	Step D
Moldt, Caleb	Lieutenant	Duty Officer B shift	\$ 4,630.50	\$55,566.00	Step C
Easter, Tyler	Lieutenant	Duty Officer C Shift	\$ 4,630.50	\$55,566.00	Step C
O’Neill, Jim	FF/ENG	Firefighter/ Engineer C shift	\$ 4,226.26	\$50,715.12	Step B
Temps, Julien	FF/ENG	Firefighter/ Engineer A shift	\$ 4,025.00	\$48,300.00	Step A
Hamilton, Reed	FF/ENG	Firefighter/ Engineer B shift	\$ 4,025.00	\$48,300.00	Step A

Respectfully Submitted, Michael J. Sneddon, Fire Chief

Special Considerations

Ceremony celebrating the certifications of personnel

We have three individuals that have recently received new certifications from the Oregon Department of Public Safety Standards and Training:

Lieutenant/ Training Officer Caleb Moldt will make the presentations.

Tyler Easter, Lieutenant

NFPA Fire & Emergency Services Instructor I

NFPA Firefighter II

NFPA Hazardous Materials Technician

NFPA Rope Rescue – Operations Level

Jimmy McNeill, Firefighter/ Engineer

NFPA Hazardous Materials Awareness

NFPA Rope Rescue – Operations Level

Timothy Addison, Firefighter

NFPA Firefighter II

Unfinished Business

Kowell Tribal Fire Protection Contract negotiations

Staff proposed the change in the valuation of the property and as of writing this document. I communicated through email with the Tribe and they legal is reviewing our offer. I believe the updated assessed value replacement is the best option here. It will reduce the argument of EMS calls on their property not being their responsibility.

Additional Unfinished Business:

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

New Business

Currently there is no New Business requiring action as of release of this packet.

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 annual awards banquet is in review and at this time will be changed back to the March date.
- B. Staff is working on an open house in December as a Fire Prevention and Education program. Captain Shield is working with Debbie Shield to bring back for that weekend, a small version of the Christmas Village to honor his Dad, Retired Battalion Chief Rusty Shield.