



CHARLESTON FIRE DISTRICT

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

“WE’RE HERE FOR LIFE”

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

May 15, 2024

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

Called to Order: 6:03 PM

Flag Salute

Roll call: Present: Roy Holland, Dave Richards, Nancy Santos, Don Manley, & Ed Powers
Staff Present: Chief Mick Sneddon, Legal Counsel Jane Stebbins (via Zoom)

Consent Agenda:

1. Minutes of the prior meeting: Regular meeting April 17, 2024
2. Financial: Approval of the statements of revenue and expense & check register

Petty Cash	\$100.00
Operating	\$6,738.47
Prime	\$37,889.50
LGIP Acct 1 & 2	\$145,418.99
Total Operating	\$190,146.96
BERF	\$38,269.63
Debt Service	\$80,062.19
Total All Funds	\$308,478.78

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

Discussion: None

Motion Carried by Unanimous Decision

Special considerations

Badge Pinning ceremony for new hire Reed Hamilton and swear-in ceremony. All staff that were present renewed their oath of office as well. Chief Sneddon presented two DPSST certificates to FF/ENG Jimmy McNeill.

Reports & Correspondence:

Chief gave the Administrative Report: Alarm and drill statistics and operations report. Chief Sneddon briefed the Board on the recent grant for the purchase of a new training prop for forcible entry from the three Rivers Foundation. Chief Sneddon also reported on the Coquille Indian Tribe requesting that we renegotiate their contract.

UNFINISHED BUSINESS:
RESOLUTION 24-002: POLICY CHANGES

A RESOLUTION ADOPTING REVISIONS TO THE CHARLESTON FIRE DISTRICT POLICY

RECITALS

1. **WHEREAS**, in order to carry out its authorized function of fire protection and precaution pursuant to the authority granted by ORS §§ 478.010 *et seq*, it is necessary for the protection of the health, safety and general welfare of the District and the District members, that the Charleston Fire District adopt the following resolution; and
2. **WHEREAS**, updating and amending the District Policy is necessary; and
3. **WHEREAS**, the Board has reviewed and approved the attached Policies (attached as Exhibit A and incorporated herein)

NOW, THEREFORE, IT IS HEREBY RESOLVED AS FOLLOWS:

1. The above recitals are true and accurate and are incorporated herein by this reference.
2. The Charleston Fire District hereby adopts the updated policy set forth in Exhibit A attached to this resolution and directs Staff to incorporate the changes into the District's Policy documents.

Passed by the Board of Directors this 15th day of May, 2022

Motion: Ed Powers, 2nd by Don Manley to adopt Resolution 24-002 Policy Change.

Discussion: Chief Sneddon noted that he had removed references to the Deputy Chief and Administrative Assistant after last meetings discussions.

Motion Carried by Unanimous Decision

Additional Unfinished Business

No additional unfinished business was declared.

NEW BUSINESS:

Purchase Order

Chief Sneddon reported on the grant supporting a majority of the purchase price is a new forcible entry prop through the Three Rivers Foundation and support from the Charleston Volunteer Firefighters' Association. The total cost is \$10,519 from The Fire Store. The Association has pledged \$1,000, we recently received a \$500 donation and the remaining\$1,019 will be from the training budget.

Motion: Don Manley, 2nd by Ed Powers to approve the purchase order as requested for \$12,519 for a forcible entry prop from The Fire Store with partial grant support.

Discussion: none

Motion Carried by Unanimous Decision

Dispatch Agreement

Review and action on the proposed Dispatch Renewal Agreement with Coos County Sheriff's Office. The Sheriff's Office has sent the renewal agreement for dispatching services and it is ready for review and approval. The new rate is \$11.49 per call and is based on the 2022 call volume. The cost for this year is \$11,834.70 plus \$295.87 for the Equipment upgrade Fund (2.5%) for a total cost of \$12,130.57.

Motion: Dave Richards, 2nd by Don Manley to approve the dispatch agreement as proposed with Coos County Sheriff's Office in the amount of \$12,130.57.

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 now featuring three guns, two kayaks, a sport fishing trip and a few other items.

B. The Pancake feed for the 4th of July will be in the works shortly as well.

Roy Holland adjourned the meeting at 6:35 PM

Secretary of the Board