

AGENDA

APPLEGATE FIRE DISTRICT

BOARD OF DIRECTORS MEETING

February 19, 2025 – 4pm

Training Building, 1095 Upper Applegate Rd., Jacksonville, OR 97530

1. CALL TO ORDER

2. ROLL CALL

3. EXECUTIVE SESSION

- To consult with counsel concerning the legal rights and duties of a public body with regard to current litigation, pursuant to ORS 192.660 (2)(h).

4. SPEAKERS AND GUESTS

5. REVIEW THE MINUTES FROM PREVIOUS MEETINGS

- January 15, 2025 Regular Board Meeting

6. FISCAL REPORT

- Disbursement Voucher
- Financial Reports

7. FIRE CHIEF'S REPORT

- Deputy Chief Report
- Maintenance Officer Report
- Fire Marshal Report
- Retention & Recruitment Coordinator Report

8. OLD BUSINESS

- Policy Manual
- Branding / Marketing
- Fire Chief's Performance Evaluation
- Annexation
- Ordinance to address False Alarms and Illegal Burning
- Improvements/Remodel to HQ Fire Station
- Change in Fees to Transient Public within the District
- 2025/2026 Wage Plan

9. NEW BUSINESS

- Surplus Vehicles
 - 2004 Chevrolet Trailblazer
 - 1999 International Type 5 Wildland Engine
 - 1980 GMC Flatbed
- Resolution 2024/2025-4, Transfer from Contingency to Vehicle Stipend

- Station 55 Housing

10. ANNOUNCEMENTS

- Firefighter Academy Graduation, February 22nd, 6pm
- Coffee with the Chief, March 5th, 9am
- Spaghetti Dinner, March 6th, 5pm to 7pm
- All Things Fire Fair, March 9th
- SDAO Legislator Meet & Greet, March 12th
- Awards Banquet, March 21st, 6pm
- Easter Egg Party, April 17th, 6pm
- Pancake Breakfast, May 17th, 8:30am

11. ITEMS TO BE ON THE NEXT AGENDA

12. EXECUTIVE SESSION

- To review and evaluate the employment-related performance of the Fire Chief, pursuant to ORS 192.660 (2)(i).

13. ADJOURNMENT

**APPLEGATE VALLEY RFPD #9
BOARD OF DIRECTORS MEETING MINUTES
January 15, 2025**

Training Building, 1095 Upper Applegate Rd., Jacksonville, OR 97530



1.0 CALL TO ORDER

Board Meeting called to order by Rob Underwood.
TIME: 4:03 PM

2.0 ROLL CALL

PRESENT: President Rob Underwood, Vice President Julie Barry, Secretary/Treasurer Mike Blaschka, Director Doug Stewart, Director Jeff Hoxsey

ABSENT:
None

OTHER STAFF & INVITED SPEAKERS: Chris Wolfard (*Fire Chief*), Dave Blakely (*Deputy Chief*), McKenzie Turnbull (*Logistics Chief*), Tallie Jackson (*Admin Chief*), Brian Mulhollen (*Fire Marshal*) Mitch Kuntz (*Shift Supervisor*) Kane Gunther (*Shift Firefighter*)

3.0 SPEAKERS AND GUESTS

Mercy Flights – Sheila Clough & Marcus Allen presented to the Board an overview on the Southern Oregon EMS Apprentice Program and the successes of the program. They thanked the Board and Staff for supporting the program.

Friends of Applegate Fire – Babette Rapp requested a letter of support for remodel the kitchen in the training building. The Friends are applying for a grant to assist with the funds.

→ **MOTION:** Rob Underwood moved to write a letter of support for the kitchen remodel. Doug Stewart seconded the motion.

Motion carries as follows.

AYES Underwood, Barry, Blaschka, Stewart, Hoxsey

NAYS

At the next Friends meeting they will be voting to buy a Type 1 engine from Fire District 5 for \$6,700.

4.0 REVIEW OF MINUTES FROM PREVIOUS MEETING

The minutes of the December 18, 2024 Board meeting were reviewed and approved as written.

→ **MOTION:** Doug Stewart moved to approve the December 18, 2024 Board minutes as written. Mike Blaschka seconded the motion.

Motion carries as follows.

AYES Underwood, Barry, Blaschka, Stewart, Hoxsey

NAYS

5.0 FISCAL REPORT

Disbursement Voucher:

The following disbursements were discussed and clarified;

Lil Panty – Fuel for C56

Cascade Fire Equipment – Pond Lift

- **MOTION:** Rob Underwood moved to approve the December 2024 expenditures as presented in the amount \$202,575.13. Julie Barry seconded the motion.

Motion carries as follows.

AYES Underwood, Barry, Blaschka, Stewart, Hoxsey

NAYS

The Financial Report review:

Chief Jackson highlighted the purchasing of new technical rescue equipment.

- **MOTION:** Rob Underwood moved to accept the December 2024 financials as presented. Doug Stewart seconded the motion.

Motion carries as follows.

AYES Underwood, Barry, Blaschka, Stewart, Hoxsey

NAYS

6.0 FIRE CHIEF'S REPORT

Chief Wolfard informed the Board that Fire District 3 is applying for funding to do a regional risk assessment.

ISO will be conducting a rating review later this year.

Williams board approved the revised MOU. Williams has 1 applicant for the fire chief position.

Chief Wolfard gave an update on the California conflagration.

Deputy Chief Report

Monthly and annual stats were provided.

Maintenance Officer Report

Chief Turnbull is working on routine maintenance.

Fire Marshal Report

Chief Mulhollen has been working on grants and starting new Firewise communities.

Recruitment & Retention Report

Aisha assisted with planning the Christmas party.

7.0 OLD BUSINESS

Policy Manual Review

Branding / Marketing Policy

Chief Blakely present the revised logos.

- ➔ **MOTION:** Rob Underwood moved to approve the new logos as presented. Doug Stewart seconded the motion.

Motion carries as follows.

AYES Underwood, Barry, Blaschka, Stewart, Hoxsey

Fire Chief's Performance Review

Doug Stewart and Julie Barry are working on conducting interviews for Chief Wolfard's evaluation.

Improvements/Remodel to HQ Fire Station

Tabled until next meeting.

Change in Fees to Transient Public with the District

Tabled until next meeting. Chief Jackson will email Rob Underwood the current policy in word format.

Annexation

Chief Wolfard informed the Board that they are waiting on the court to make a decision. Currently we have received 62 consents to be annexed, 75 no's and 22 undeliverable.

8.0 NEW BUSINESS

2025/2026 Wage Plan

Chief Wolfard Presented wage plans based on CPI-U and the Union rate. The Board requested to see work impact and revise the PERS calculation not to include the union wages.

9.0 ANNOUNCEMENT

- SDAO Conference February 7-9
- Awards Banquet March 21st
- Firefighter 1 Academy Graduation February 22nd
- Election for 2 board positions open February 8th

10.0 ITEMS TO BE ON NEXT AGENDA

11.0 ADJOURNMENT

Rob Underwood adjourned the meeting at 6:10 pm.

The next scheduled regular Board meeting will be held Wednesday February 19, 2025 @ 4 pm. Training Building 1095 Upper Applegate Rd.

Minutes Submitted by Tallie Jackson
Administration Chief

DRAFT MINUTES

Approved By:

Board Secretary / Treasurer

Date

Applegate Valley Fire District Disbursement Voucher

Date	Name	Memo	Account	Paid Amount
Jan 25				
01/01/2025	Fire Department Coffee	Coffee	100602 · MISC. SUPPLIES	125.98
01/01/2025	AMAZON	Aluminum Foil, Tracker, Table Clothes	100602 · MISC. SUPPLIES	145.57
01/01/2025	Tractor Supply	Fuel Cans	100636 · FIRE EQUIPMENT	67.47
01/01/2025	INTUIT	W-2 Forms, Envelopes	100604 · OFFICE SUPPLIES	79.99
01/01/2025	MICROSOFT	Microsoft Exchange	100606 · DUES & SUBSCRIPTIONS	100.80
01/01/2025	JUSTHOST	Domain Registration	100606 · DUES & SUBSCRIPTIONS	323.76
01/01/2025	Apple App Store	Microsoft 365	100606 · DUES & SUBSCRIPTIONS	13.98
01/01/2025	OREGON CAL. SUPPLY		100609 · FIRE PREVENTION	39.80
01/01/2025	PAYPAL	Refund	100609 · FIRE PREVENTION	-59.00
01/01/2025	CHEVRON	Fuel C56	100644 · GAS	72.04
01/01/2025	HOME DEPOT	Water Heater	100648 · BLDG REPAIR & MAINTENANC	659.70
01/01/2025	Hulu	Sta.51	100649 · TELEPHONE / INTERNET	82.99
01/01/2025	AMAZON	Phone Case, Screen Protector	100649 · TELEPHONE / INTERNET	87.19
01/01/2025	AMAZON	Barrel Dolly, Fuel Pump Kit	400660 · TOOLS	241.40
01/01/2025	AMAZON	EMS Book	100670 · COLLEGE PROGRAM	139.99
01/01/2025	Tractor Supply	Plug, Adapter	100660 · Flatbed Truck	58.46
01/01/2025	OREGON CAL. SUPPLY	Nuts, Bolts	100660 · E51 - 89 PIERCE	44.00
01/01/2025	AMAZON	Wire Harness, LED Lights	100660 · E51 - 89 PIERCE	160.48
01/01/2025	Starlink	Internet	100690 · GRANT EXPENDITURES	614.00
01/01/2025	AMAZON	Gasket	100660 · E52 - 1991 Pierce	27.99
01/01/2025	Robert & Son	Regulator	100660 · E53 - 1998 Pierce - Medford	505.62
01/02/2025	STAMPS	STAMPS	100605 · POSTAGE & FREIGHT	19.99
01/02/2025	Movavi Software	Video Editing Software	100606 · DUES & SUBSCRIPTIONS	99.95
01/02/2025	NAPA AUTO PARTS	Returned Batteries	100660 · EQUIPMENT REPAIR & MAINTI	-318.96
01/02/2025	NAPA AUTO PARTS	Filters, Oil	100660 · C52 - 2023 Ram 2500	318.96
01/03/2025	Mailchimp	Email Program	100606 · DUES & SUBSCRIPTIONS	13.00
01/03/2025	OREGON CAL. SUPPLY	Fuel Crew PPE	100609 · FIRE PREVENTION	260.50
01/04/2025	AMAZON	Glove Dispenser	100603 · MEDICAL SUPPLIES	57.99
01/04/2025	Starlink	Internet	100649 · TELEPHONE / INTERNET	50.00
01/05/2025	Apple App Store	Microsoft 365	100606 · DUES & SUBSCRIPTIONS	6.99
01/05/2025	ADOBE SYSTEMS	Adobe Acrobat Subscription	100606 · DUES & SUBSCRIPTIONS	19.99
01/06/2025	SPECIAL DISTRICTS INSURANCE SER	Monthly Insurance	100512 · MEDICAL INSURANCE	31,283.75
01/06/2025	WITMER PUBLIC SAFETY GROUP	Badges	100517 · UNIFORM ALLOWANCE	914.89
01/06/2025	CASCADE FIRE EQUIPMENT CO	Boots	100517 · UNIFORM ALLOWANCE	670.00
01/06/2025	Teleflex	EZ IO Needles	100603 · MEDICAL SUPPLIES	665.00
01/06/2025	AMAZON	Phone Case	100604 · OFFICE SUPPLIES	13.79

Applegate Valley Fire District Disbursement Voucher

<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Account</u>	<u>Paid Amount</u>
01/06/2025	INTUIT	W-2 Forms, Envelopes	100604 · OFFICE SUPPLIES	87.99
01/06/2025	SOUTHERN OREGON SANITATION, INC	Sta.1	100607 · LAUNDRY, CLEANING & TRASI	62.54
01/06/2025	ROGUE DISPOSAL & RECYCLING INC	Sta.53	100607 · LAUNDRY, CLEANING & TRASI	222.02
01/06/2025	ALSCO	ShopTowels	100607 · LAUNDRY, CLEANING & TRASI	134.43
01/06/2025	AMAZON	Cleaning Supplies	100607 · LAUNDRY, CLEANING & TRASI	74.52
01/06/2025	Medford Fire Officers Assoc	RVFC Luncheon	100608 · ADMINISTRATIVE EXPENSE	75.00
01/06/2025	OREGON AUDITS DIVISION	Audit Filing Fee	100608 · ADMINISTRATIVE EXPENSE	350.00
01/06/2025	SCHMIDT, WILLIAM	CPR Cards	100610 · INSTRUCTION & TRAINING	13.00
01/06/2025	EMERGENCY COMMUNICATIONS OF SC	2024 4th Qtr	100615 · DISPATCH SERVICE	13,404.63
01/06/2025	BREWSTER, RICHARD W.	AUDIT FYE 6/30/24	100617 · PROFESSIONAL FEES	14,000.00
01/06/2025	STANDARD INSURANCE	POLICY #00 619026 0001	100619 · INSURANCE	238.62
01/06/2025	SPECIAL DISTRICTS INSURANCE SER	Annual Liability Insurance	100619 · INSURANCE	48,199.00
01/06/2025	Carson	186 Gal HQ	100644 · GAS	576.97
01/06/2025	Carson	94 Gal HQ	100644 · GAS	283.24
01/06/2025	Carson	255 Gal HQ	100644 · DIESEL	758.18
01/06/2025	Carson	179 Gal HQ	100644 · DIESEL	530.49
01/06/2025	PACIFIC POWER	STA.1	100645 · ELECTRICITY	819.30
01/06/2025	PACIFIC POWER	STA. 2	100645 · ELECTRICITY	54.96
01/06/2025	PACIFIC POWER	HQ /SHOP	100645 · ELECTRICITY	1,104.96
01/06/2025	PACIFIC POWER	STA 4	100645 · ELECTRICITY	329.85
01/06/2025	PACIFIC POWER	STA 5 / MOBILE	100645 · ELECTRICITY	540.69
01/06/2025	PACIFIC POWER	STA 6	100645 · ELECTRICITY	337.16
01/06/2025	PACIFIC POWER	STA 7	100645 · ELECTRICITY	215.19
01/06/2025	PACIFIC POWER	TRAINING CTR	100645 · ELECTRICITY	463.73
01/06/2025	RUCH HARDWARE	Mouse Traps	100648 · BLDG REPAIR & MAINTENANC	5.95
01/06/2025	Aaladin Industries	Heater Repair	100648 · BLDG REPAIR & MAINTENANC	88.66
01/06/2025	Hunter Communications	Internet / Phone HQ, Sta.1	100649 · TELEPHONE / INTERNET	687.87
01/06/2025	UNITED STATES CELLULAR	Cell Phone	100649 · TELEPHONE / INTERNET	895.68
01/06/2025	TRACE ANALYTICS	SHIPPING & ANALYSIS	100660 · EQUIPMENT REPAIR & MAINTI	97.00
01/06/2025	AMAZON	Torch Head	100660 · EQUIPMENT REPAIR & MAINTI	22.47
01/06/2025	SEA WESTERN FIRE EQUIP	Mounting Brackets	100636 · FIRE EQUIPMENT	790.40
01/06/2025	ROGUE COMMUNITY COLLEGE	Fall Term	100670 · COLLEGE PROGRAM	8,750.00
01/06/2025	CASCADE FIRE EQUIPMENT CO	Turtle Tile	100660 · E54 2009 HME	528.00
01/06/2025	Gordon Truck Centers Inc.		100660 · WT54 - 2002 FREIGHT	20.71
01/06/2025	CASCADE FIRE EQUIPMENT CO	Boots	100637 · PERSONAL PROTECTIVE EQUIP	574.00
01/06/2025	CrossFit the Den	Quarterly Payment Crossfit Instructor	100621 · Health & Wellness	3,375.00
01/06/2025	Gordon Truck Centers Inc.	Hub Cap, 80W-90	100660 · E53 - 1998 Pierce - Medford	166.75

**Applegate Valley Fire District
Disbursement Voucher**

<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Account</u>	<u>Paid Amount</u>
01/06/2025	SEA WESTERN FIRE EQUIP	Extrication Service	100661 · Equipment Testing & Cert.	1,200.00
01/07/2025	OREGON DEPT. OF REVENUE	4th Qtr WBF	100516 · UNEMPLOYMENT	260.18
01/07/2025	STAMPS	STAMPS	100605 · POSTAGE & FREIGHT	50.00
01/07/2025	Blakely, David	Roundtable	100610 · PERDIEM	97.00
01/07/2025	WOLFARD, CHRISTOPHER R	RoundTable	100610 · PERDIEM	97.00
01/09/2025	THE KEY MAN	Draft Sight Locks	100646 · DRAFT SITE CONST & REPAIR	235.00
01/10/2025		Direct Deposit	100501 · FIRE CHIEF	4,494.00
01/10/2025		Direct Deposit	100502 · OPERATIONS CHIEF	3,630.37
01/10/2025		Direct Deposit	100503 · LOGISTICS CHIEF	3,018.23
01/10/2025		Direct Deposit	100504 · ADMIN CHIEF	3,111.58
01/10/2025		Direct Deposit	100507 · SHIFT SUPERVISOR #2	2,561.65
01/10/2025	PERS	Account# 2664	100513 · PERS	10,979.43
01/10/2025	CELL PHONE STIPEND	Direct Deposit	100649 · TELEPHONE / INTERNET	85.00
01/10/2025		Direct Deposit	100505 · SEASONAL FIREFIGHTER	648.00
01/10/2025		Direct Deposit	100505 · SEASONAL FIREFIGHTER	2,592.00
01/10/2025			100505 · SEASONAL FIREFIGHTER	864.00
01/10/2025		Direct Deposit	100505 · SEASONAL FIREFIGHTER	1,296.00
01/10/2025		Direct Deposit	100505 · SEASONAL FIREFIGHTER	1,746.00
01/10/2025		Direct Deposit	100505 · SEASONAL FIREFIGHTER	2,160.00
01/10/2025		Direct Deposit	100505 · SEASONAL FIREFIGHTER	450.00
01/10/2025		Direct Deposit	100505 · SEASONAL FIREFIGHTER	864.00
01/10/2025			100505 · SEASONAL FIREFIGHTER	864.00
01/10/2025	Wolf Creek Saw Shop	Cylinder Pop Up Piston	100636 · FIRE EQUIPMENT	113.45
01/10/2025	Brayman, Gavyn	Direct Deposit	100520 · FICA	983.02
01/10/2025	VARIOUS EMPLOYEES	Direct Deposit	100520 · MEDICARE	773.76
01/10/2025		Direct Deposit	100518 · OVERTIME	56.50
01/10/2025		Direct Deposit	100506 · SHIFT SUPERVISOR #1	2,250.37
01/10/2025		Direct Deposit	100508 · SHIFT SUPERVISOR #3	2,493.43
01/10/2025		Direct Deposit	100510 · Fuels Reduction Specialist	720.00
01/10/2025		Direct Deposit	100510 · Fuels Reduction Specialist	1,000.00
01/10/2025		Direct Deposit	100518 · COVERAGE OVERTIME	1,620.96
01/10/2025		Direct Deposit	100518 · COVERAGE OVERTIME	1,665.60
01/10/2025		Direct Deposit	100518 · COVERAGE OVERTIME	51.00
01/10/2025	HRA VEBA	Direct Deposit	100512 · HRA VEBA	991.76
01/10/2025	OREGON SAVINGS GROWTH PLAN	Direct Deposit	100522 · OREGON SAVINGS GROWTH PI	805.31
01/10/2025		Direct Deposit	100531 · Shift Firefighter	2,086.09
01/10/2025		Direct Deposit	100531 · Shift Firefighter	2,086.09

Applegate Valley Fire District Disbursement Voucher

<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Account</u>	<u>Paid Amount</u>
01/10/2025		Direct Deposit	100532 · Fire Marshal	2,754.66
01/10/2025		Direct Deposit	100533 · Recruitment & Retent. Coord.	768.00
01/10/2025		Direct Deposit	100534 · EMS Grant Apprentice	1,883.08
01/10/2025		Direct Deposit	100534 · EMS Grant Apprentice	1,883.08
01/10/2025		Direct Deposit	100534 · EMS Grant Apprentice	1,883.08
01/10/2025		Direct Deposit	100534 · EMS Grant Apprentice	1,883.08
01/11/2025	EBAY INC	Chainsaw Chains, Bar	100636 · FIRE EQUIPMENT	123.24
01/11/2025	AliExpress	Chainsaw	100636 · FIRE EQUIPMENT	131.82
01/11/2025	AMAZON	Tree Wedges, Muffler	100636 · FIRE EQUIPMENT	22.14
01/13/2025	tax1099.com	1099 Filing	100608 · ADMINISTRATIVE EXPENSE	28.70
01/13/2025	SUNRIVER RESORT	Task Force Leader Symposium	100610 · INSTRUCTION & TRAINING	275.84
01/13/2025	CHEVRON	Fuel C56	100644 · GAS	86.75
01/13/2025	AMAZON	Streamlight, File Handle	100636 · FIRE EQUIPMENT	126.67
01/14/2025	AMAZON	Velcro, Screen Protector	100602 · MISC. SUPPLIES	76.82
01/14/2025	AMAZON	Smoke Alarms	100609 · FIRE PREVENTION	186.24
01/14/2025	SHELL OIL CO.	Fuel C51	100644 · GAS	94.84
01/14/2025	AMAZON	Gas Cans, Paint	100660 · EQUIPMENT REPAIR & MAINTENANCE	145.78
01/15/2025	VRBO	OFCA Conference	100608 · ADMINISTRATIVE EXPENSE	618.19
01/15/2025	ALBERTSON'S	Ruch Station Tour	100609 · FIRE PREVENTION	76.63
01/15/2025	AMAZON	Drum Dollies	100660 · EQUIPMENT REPAIR & MAINTENANCE	139.10
01/15/2025	Medford Fasteners	Grinder, Battery	100660 · TOOLS	237.00
01/16/2025	COSTCO	Ruch Station Tour	100609 · FIRE PREVENTION	79.60
01/16/2025	Getpipe.com	Butterfly Valves, Blind Flange, Reducing Flange	100646 · DRAFT SITE CONST & REPAIR	914.72
01/16/2025	Irrigation King	Butterfly Valves	100646 · DRAFT SITE CONST & REPAIR	1,118.20
01/21/2025	ACE HARDWARE	Keys	100602 · MISC. SUPPLIES	16.56
01/21/2025	Gotomeeting.com	Conference Call Meeting Service	100606 · DUES & SUBSCRIPTIONS	5.00
01/21/2025	CRATER CHAIN SAW CO	Chainsaw Files	100660 · EQUIPMENT REPAIR & MAINTENANCE	28.00
01/22/2025	OREGON EMPLOYMENT DEPARTMENT	Unemployment	100516 · UNEMPLOYMENT	24.00
01/22/2025	ASANTE PHYSICIAN PARTNERS	New Hire Physicals	100599 · MEDICAL REIMBURSEMENT	287.00
01/22/2025	BOUND TREE MEDICAL	Medical Supplies	100603 · MEDICAL SUPPLIES	396.03
01/22/2025	OFFICE DEPOT	Office Supplies	100604 · OFFICE SUPPLIES	175.31
01/22/2025	ROGUE VALLEY FIRE CHIEFS ASSOC	Annual Dues	100606 · DUES & SUBSCRIPTIONS	50.00
01/22/2025	Oregon Dept of Aviation	Aircraft Registration	100608 · ADMINISTRATIVE EXPENSE	25.00
01/22/2025	MERCY FLIGHTS INC	State of Jefferson Conference	100610 · INSTRUCTION & TRAINING	280.00
01/22/2025	STANDARD INSURANCE	POLICY #00 619026 0001	100619 · INSURANCE	238.62
01/22/2025	Carson	136 Gal HQ	100644 · GAS	427.96
01/22/2025	Carson	108 Gal HQ	100644 · DIESEL	642.23

**Applegate Valley Fire District
Disbursement Voucher**

<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Account</u>	<u>Paid Amount</u>
01/22/2025	CHARTER COMMUNICATIONS	HQ, ST 5, ST2	100649 · TELEPHONE / INTERNET	203.05
01/22/2025	Ziply Fiber		100649 · TELEPHONE / INTERNET	562.36
01/22/2025	Gordon Truck Centers Inc.	A/C Repair	100660 · HB153 - 2005 FREIGHTLINER	1,182.00
01/22/2025	TRUE NORTH	Turn Signal Kit	100660 · E51 - 89 PIERCE	217.85
01/22/2025	SEA WESTERN FIRE EQUIP	Gloves	100637 · PERSONAL PROTECTIVE EQUIP	154.24
01/22/2025	Local Government Law Group P.C.		100617 · District Attorney	10,528.07
01/23/2025	AMAZON	Pans, Toaster	100602 · MISC. SUPPLIES	80.98
01/23/2025	Sign Dude	Logo Prints	100608 · ADMINISTRATIVE EXPENSE	50.00
01/24/2025		Direct Deposit	100501 · FIRE CHIEF	4,494.00
01/24/2025		Direct Deposit	100502 · OPERATIONS CHIEF	3,630.37
01/24/2025		Direct Deposit	100503 · LOGISTICS CHIEF	3,018.23
01/24/2025		Direct Deposit	100504 · ADMIN CHIEF	3,111.58
01/24/2025		Direct Deposit	100507 · SHIFT SUPERVISOR #2	2,561.65
01/24/2025	PERS	Account# 2664	100513 · PERS	10,018.66
01/24/2025	BLACKBIRD	Picture Hang Strip	100602 · MISC. SUPPLIES	11.98
01/24/2025	Fire Department Coffee	Coffee	100602 · MISC. SUPPLIES	125.98
01/24/2025	Apple App Store	Microsoft 365	100606 · DUES & SUBSCRIPTIONS	6.99
01/24/2025	VARIOUS EMPLOYEES	Direct Deposit	100520 · FICA	321.97
01/24/2025	VARIOUS EMPLOYEES	Direct Deposit	100520 · MEDICARE	608.45
01/24/2025		Direct Deposit	100506 · SHIFT SUPERVISOR #1	2,250.36
01/24/2025		Direct Deposit	100508 · SHIFT SUPERVISOR #3	2,493.43
01/24/2025		Direct Deposit	100509 · EXTRA STAFF/SHIFT COVERAC	160.00
01/24/2025		Direct Deposit	100509 · EXTRA STAFF/SHIFT COVERAC	160.00
01/24/2025		Direct Deposit	100510 · Fuels Reduction Specialist	990.00
01/24/2025		Direct Deposit	100510 · Fuels Reduction Specialist	1,400.00
01/24/2025		Direct Deposit	100518 · COVERAGE OVERTIME	151.97
01/24/2025		Direct Deposit	100518 · COVERAGE OVERTIME	320.87
01/24/2025		Direct Deposit	100518 · COVERAGE OVERTIME	121.45
01/24/2025		Direct Deposit	100518 · RE-IMBURSEABLE OVERTIME	1,033.00
01/24/2025	HRA VEBA	Direct Deposit	100512 · HRA VEBA	991.62
01/24/2025	OREGON SAVINGS GROWTH PLAN	Direct Deposit	100522 · OREGON SAVINGS GROWTH PI	787.12
01/24/2025		Direct Deposit	100506 · FLSA OT SHIFT SUP #1	284.48
01/24/2025		Direct Deposit	100507 · FLSA OT SHIFT SUP #2	323.96
01/24/2025		Direct Deposit	100531 · Shift Firefighter	2,349.85
01/24/2025		Direct Deposit	100531 · Shift Firefighter	2,086.09
01/24/2025		Direct Deposit	100532 · Fire Marshal	2,754.66
01/24/2025		Direct Deposit	100533 · Recruitment & Retent. Coord.	600.00

**Applegate Valley Fire District
Disbursement Voucher**

<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Account</u>	<u>Paid Amount</u>
01/24/2025		Direct Deposit	100534 · EMS Grant Apprentice	1,883.08
01/24/2025		Direct Deposit	100534 · EMS Grant Apprentice	1,883.08
01/24/2025		Direct Deposit	100534 · EMS Grant Apprentice	1,883.08
01/24/2025		Direct Deposit	100534 · EMS Grant Apprentice	2,121.08
01/25/2025	AMAZON	Corkboards	100602 · MISC. SUPPLIES	74.78
01/25/2025	Bshifter	Fire Command Book	100610 · INSTRUCTION & TRAINING	233.50
01/27/2025	PERS	Account# 2664	100513 · PERS	10,230.50
01/27/2025	ROGUE COMMUNITY COLLEGE	S-231	100610 · INSTRUCTION & TRAINING	200.00
01/27/2025	Hulu	Sta.51	100649 · TELEPHONE / INTERNET	82.99
01/28/2025	AMAZON	Envelopes	100604 · OFFICE SUPPLIES	12.49
01/28/2025	AMAZON	Chainsaw Case	100636 · FIRE EQUIPMENT	57.56
01/29/2025	Canva	Business Cards	100604 · OFFICE SUPPLIES	44.80
01/29/2025	AMAZON	Cordless Tool Organizer	100604 · OFFICE SUPPLIES	87.97
01/29/2025	SPEARCO GRAPHICS	REFLECTIVESIGNS/ NUMBERS	100609 · FIRE PREVENTION	1,485.28
01/29/2025	AMAZON	Drywall Anchors, Wall Brackets	100648 · BLDG REPAIR & MAINTENANC	56.91
01/29/2025	C Bar C	Dump Trailer	100740 · CAPITAL GRANT EXPENDITUR	10,500.00
01/30/2025	ZOLL MEDICAL CORP	AED Pads	100603 · MEDICAL SUPPLIES	811.03
01/30/2025	Go Car Wash	Carwash	100607 · LAUNDRY, CLEANING & TRASI	10.00
01/30/2025	ROGUE COMMUNITY COLLEGE		100610 · INSTRUCTION & TRAINING	-300.00
01/30/2025	AMAZON	Fuel Nozzle	100660 · EQUIPMENT REPAIR & MAINTI	74.99
01/30/2025	AMAZON	Struts	100660 · E53 - 1998 Pierce - Medford	18.59
01/31/2025		Service Charge	100608 · ADMINISTRATIVE EXPENSE	0.10
01/31/2025	OREGON CAL. SUPPLY	Grease	100660 · Excavator	38.50
				<u>305,258.34</u>

Jan 25

Applegate Valley Fire District

Balance Sheet

	Jan 31, 25	Dec 31, 24	\$ Change
ASSETS			
Current Assets			
Checking/Savings			
100103 · CASH WITH TREASURER			
103.1 · GOVERNMENT POOL	2,682,064.62	2,899,811.37	-217,746.75
103.2 · CAPITAL PROJECTS FUND	545,857.66	543,672.10	2,185.56
103.5 · ROGUE CREDIT UNION	6,256.48	51,851.34	-45,594.86
Total 100103 · CASH WITH TREASUR...	3,234,178.76	3,495,334.81	-261,156.05
Total Checking/Savings	3,234,178.76	3,495,334.81	-261,156.05
Other Current Assets			
100105 · PETTY CASH	1,495.83	858.10	637.73
Total Other Current Assets	1,495.83	858.10	637.73
Total Current Assets	3,235,674.59	3,496,192.91	-260,518.32
TOTAL ASSETS	3,235,674.59	3,496,192.91	-260,518.32
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Credit Cards			
100261 · AVFD Master Card	7,742.77	5,585.84	2,156.93
100262 · Rogue Credit Card	3,062.55	172.94	2,889.61
Total Credit Cards	10,805.32	5,758.78	5,046.54
Other Current Liabilities			
100315 · PAYROLL WITHHOLDING			
315.0 · PERS 6% PAYABLE		2,113.56	-2,113.56
315.1 · PERS P&F PAYABLE		1.36	-1.36
315.3 · STATE W/HOLDING		-20.00	20.00
Total 100315 · PAYROLL WITHHOL...		2,094.92	-2,094.92
2102 · Payroll Liabilities	661.34	2,330.48	-1,669.14
Total Other Current Liabilities	661.34	4,425.40	-3,764.06
Total Current Liabilities	11,466.66	10,184.18	1,282.48
Total Liabilities	11,466.66	10,184.18	1,282.48
Equity			
3000 · FUND BAL - GENERAL FUND	1,515,241.46	1,515,241.46	
3002 · FUND BAL -CAPITAL PROJECTS...	572,212.37	572,212.37	
3900 · RETAINED EARNINGS	508,460.77	508,460.77	
Net Income	628,293.33	890,094.13	-261,800.80
Total Equity	3,224,207.93	3,486,008.73	-261,800.80
TOTAL LIABILITIES & EQUITY	3,235,674.59	3,496,192.91	-260,518.32

APPLEGATE VALLEY RURAL FIRE PROTECTION DISTRICT #9
1095 UPPER APPLEGATE ROAD
JACKSONVILLE, OR 97530

BALANCE SHEET
January 31, 2024

	ACCT.#	12/31/2024	DEPOSITS	WITHDRAWS	1/31/2025	
GENERAL POOL ACCOUNT	100103.1	2,899,811.37	32,253.35	250,000.10	2,682,064.62	
CAPITAL PROJECTS ACCOUNT	100103.2	543,672.10	2,185.56	0.00	545,857.66	
ROGUE CREDIT UNION	100103.4	51,851.34	258,142.34	303,737.20	6,256.48	
PETTY CASH	100105	858.10	876.29	238.56	1,495.83	
TOTAL CHECKING/SAVINGS		3,496,192.91	293,457.54	553,975.86	3,235,674.59	
TOTAL ASSETS						3,235,674.59
LIABILITIES						
CREDIT CARDS PAYABLE	100260				10,805.32	
PAYROLL WITHHOLDING	100315				0.00	
PAYROLL LIABILITIES					661.34	
TOTAL LIABILITIES					11,466.66	
EQUITY						
GENERAL FUND					2,023,702.23	
CAPITAL PROJECTS FUND					572,212.37	
Net Income					628,293.33	
TOTAL EQUITY					3,224,207.93	
TOTAL LIABILITIES & EQUITY						3,235,674.59

APPLEGATE VALLEY RURAL FIRE PROTECTION DISTRICT # 9
1095 UPPER APPLEGATE RD.
JACKSONVILLE, OR, 97530
STATEMENT OF REVENUE AND EXPENDITURES
BUDGET VERSUS ACTUAL COMPARISON
January 31, 2024
58% OF THE BUDGET YEAR IS OVER
92% OF THE BUDGETED REVENUE HAS BEEN RECEIVED
41% OF THE BUDGET HAS BEEN SPENT

	Account	Annual	Current	Year To	% of	Remaining
RESOURCES	Number	Budget	Month	Date	Budget	Balance
Current Tax Jackson Co.	100401	1,737,890.00	14,027.01	1,638,050.00	94.26	99,840.00
Delinquent Tax Jackson Co.	100402	43,250.00	1,966.57	30,922.13	71.50	12,327.87
Current Tax Josephine Co.	100405	243,110.00	3,927.44	226,175.14	93.03	16,934.86
Delinquent Tax Josephine Co.	100406	8,750.00	448.33	5,499.03	62.85	3,250.97
Total Taxes		2,033,000.00	20,369.35	1,900,646.30	93.49	132,353.70
Net Working Capital		1,919,400.00		2,042,292.54	106.40	-122,892.54
Fire Suppression Fees	100421	5,000.00	0.00	83,658.81	1,673.18	-78,658.81
Response Billing	100422	0.00	0.00	3,261.98	3,261.98	-3,261.98
Transfer from Capital	100440	0.00	0.00	0.00	0.00	0.00
Donations	100441	10,000.00	0.00	10,425.34	104.25	-425.34
Grants	100445.1	451,000.00	6,000.00	307,442.58	68.17	143,557.42
Landowner Contributions	100446	0.00	0.00	0.00	0.00	0.00
Interest Earned	100450	60,000.00	11,888.34	60,295.33	100.49	-295.33
Misc. Income	100471	10,000.00	2,564.29	11,701.55	117.02	-1,701.55
Rents	100471.2	8,400.00	450.00	4,500.00	53.57	3,900.00
Sale of Assets	100484	0.00	0.00	0.00	0.00	0.00
Total Other Resources		544,400.00	20,902.63	481,285.59	88.41	-59,778.13
TOTAL RESOURCES		2,577,400.00	41,271.98	2,381,931.89	92.42	72,575.57

APPLEGATE VALLEY RURAL FIRE PROTECTION DISTRICT # 9
1095 UPPER APPLEGATE RD.
JACKSONVILLE, OR, 97530
STATEMENT OF REVENUE AND EXPENDITURES
BUDGET VERSUS ACTUAL COMPARISON
January, 2024

GENERAL FUND

	Account Number	Annual Budget	Current Month	Year To Date	% Of Budget	Remaining Balance
Fire Chief	100501	117,000.00	8,988.00	67,410.00	57.62	49,590.00
Operations Chief	100502	92,500.00	7,260.74	49,954.19	54.00	42,545.81
Logistics Chief	100503	78,000.00	6,036.46	44,639.60	57.23	33,360.40
Administration Chief	100504	81,000.00	6,223.16	46,673.70	57.62	34,326.30
Seasonal Firefighters	100505	140,000.00	11,484.00	113,737.50	81.24	26,262.50
Shift Personnel #1	100506	64,000.00	4,785.21	35,177.94	54.97	28,822.06
Shift Personnel #2	100507	71,000.00	5,447.26	40,368.50	56.86	30,631.50
Shift Personnel #3	100508	69,000.00	4,986.86	38,980.85	56.49	30,019.15
Extra Staff/Shift Coverage	100509	20,000.00	320.00	9,165.00	45.83	10,835.00
Fuels Reduction Specialist	100510	83,000.00	4,110.00	20,824.00	25.09	62,176.00
Medical Insurance	100512	350,000.00	31,283.75	211,151.19	60.33	138,848.81
Health Reimbursement	100512.1	24,000.00	1,983.38	13,741.99	57.26	10,258.01
PERS	100513	275,000.00	31,228.59	173,715.99	63.17	101,284.01
Workers Comp. Insurance	100515	40,000.00	0.00	66,812.91	167.03	-26,812.91
Unemployment	100516	8,000.00	284.18	1,246.78	15.58	6,753.22
Uniform Allowance	100517	20,000.00	1,584.89	7,846.52	39.23	12,153.48
Coverage Overtime	100518.1	30,000.00	3,988.35	30,824.28	102.75	-824.28
Reimbursable Overtime	100518.2	60,000.00	1,033.00	88,777.72	147.96	-28,777.72
Payroll Taxes (FICA & Medicare)	100520	40,000.00	2,687.20	26,560.94	66.40	13,439.06
Oregon Growth Plan	100521.1	18,500.00	1,592.43	12,617.83	68.20	5,882.17
Length of Service	100525	8,500.00	0.00	1,000.00	11.76	7,500.00
Benefit Sell Back	100528	4,000.00	0.00	3,672.20	91.81	327.80
OSFM Firefighters	100531	118,000.00	8,608.12	65,069.66	55.14	52,930.34
OSFM Fire Marshal	100532	69,000.00	5,509.32	40,824.06	59.17	28,175.94
Recruitment & Retention Coord.	100533	25,000.00	1,368.00	14,496.00	57.98	10,504.00
EMS Grant Apprentice	100534	200,000.00	15,302.64	119,248.64	59.62	80,751.36
Medical Reimbursement	100599	5,000.00	287.00	2,471.00	49.42	2,529.00
TOTAL PERSONNEL SERVICES		2,110,500.00	166,382.54	1,347,008.99	63.82	763,491.01

APPLEGATE VALLEY RURAL FIRE PROTECTION DISTRICT # 9
1095 UPPER APPLEGATE RD.
JACKSONVILLE, OR, 97530
STATEMENT OF REVENUE AND EXPENDITURES
BUDGET VERSUS ACTUAL COMPARISON
January 31, 2024

GENERAL FUND

	Account Number	Annual Budget	Current Month	Year To Date	% Of Budget	Remaining Balance
MATERIAL & SERVICES						
Technical Rescue Equipment	100600	5,100.00	0.00	4,769.52	93.52	330.48
Radio Repair & Maint.	100601	7,500.00	0.00	4,042.34	53.90	3,457.66
Miscellaneous Supplies	100602	9,500.00	658.65	3,674.04	38.67	5,825.96
Medical Supplies	100603	20,000.00	1,930.05	5,938.41	29.69	14,061.59
Office Supplies	100604	3,500.00	502.34	2,260.12	64.57	1,239.88
Postage & Freight	100605	4,000.00	69.99	1,473.28	36.83	2,526.72
Dues & Subscriptions	100606	7,500.00	640.46	5,793.62	77.25	1,706.38
Laundry, Cleaning & Trash	100607	12,000.00	503.51	7,620.66	63.51	4,379.34
Administrative Expenses	100608	20,000.00	1,146.99	6,821.22	34.11	13,178.78
Reimbursable Fire Expenses	100608.2	5,000.00	0.00	1,858.91	37.18	3,141.09
Fire Prevention	100609	10,000.00	2,069.05	7,029.48	70.29	2,970.52
Instruction & Training	100610	20,000.00	896.34	6,846.68	34.23	13,153.32
Volunteer Programs	100611	40,000.00	0.00	375.00	0.94	39,625.00
EMT Physician Advisor	100613	2,200.00	0.00	1,875.00	85.23	325.00
Dispatch Service - ECSO	100615	55,000.00	13,404.63	41,254.03	75.01	13,745.97
Professional Fees	100617	24,000.00	14,000.00	47,513.55	292.15	-46,115.62
Board Attorney	100617		0.00	0.00		
District Attorney	100617		10,528.07	22,602.07		
Elections & Legal Publication	100618	2,500.00	0.00	0.00	0.00	2,500.00
District Insurance- General	100619	60,000.00	48,676.24	53,105.72	88.51	6,894.28
Health and Wellness	100621	16,500.00	3,375.00	10,187.55	61.74	6,312.45
Office Equipment/Furnishings	100622	10,000.00	0.00	2,556.58	25.57	7,443.42
Vol. Recruitment & Retention	100623	8,000.00	0.00	688.21	8.60	7,311.79
Board Training	100627	5,000.00	0.00	0.00	0.00	5,000.00
Information Technology	100628	30,000.00	0.00	15,931.33	53.10	14,068.67
Fire Equipment	100636	25,000.00	1,432.75	13,084.37	52.34	11,915.63
PPE	100637	28,000.00	728.24	3,747.08	13.38	24,252.92
Vehicle Gas & Oil	100644	50,000.00	3,472.70	23,919.50	47.84	26,080.50
Electricity	100645	38,000.00	3,865.84	18,826.61	49.54	19,173.39
Draft Site Const. & Repair	100646	5,000.00	2,267.92	2,349.07	46.98	2,650.93
Grounds Maintenance	100647	12,000.00	0.00	13,631.29	113.59	-1,631.29
Building Repair & Maint.	100648	30,000.00	811.22	15,377.68	51.26	14,622.32
Telephone	100649	30,000.00	2,737.13	11,425.27	38.08	18,574.73
Equipment Rental	100651	1,000.00	0.00	0.00	0.00	1,000.00
Equipment Repair & Maint.	100660	58,000.00	3,954.69	38,028.95	65.57	19,971.05
Equipment Testing & Certification	100661	17,500.00	1,200.00	8,434.54	48.20	9,065.46
College/Student Program	100670	40,000.00	8,889.99	8,889.99	22.22	31,110.01
Grant Expenditures	100690	0.00	614.00	3,516.52	0.00	-3,516.52
TOTAL MATERIALS & SERVICES		711,800.00	128,375.80	392,846.12	55.19	318,953.88

APPLEGATE VALLEY RURAL FIRE PROTECTION DISTRICT # 9
1095 UPPER APPLEGATE RD.
JACKSONVILLE, OR, 97530
STATEMENT OF REVENUE AND EXPENDITURES
BUDGET VERSUS ACTUAL COMPARISON
January 31, 2024

GENERAL FUND

	Account Number	Annual Budget	Current Month	Year To Date	% Of Budget	Remaining Balance
CAPITAL OUTLAY						
Station Construction Projects	100711	20,000.00	0.00	20,000.00	0.00	0.00
Office Machines	100735	5,500.00	0.00	5,494.76	99.90	5.24
New Fire Equipment	100736	14,000.00	0.00	0.00	0.00	14,000.00
Equipment Acquisition	100738	130,000.00	10,500.00	67,882.97	52.22	62,117.03
Capital Grant Expenditures	100740	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL OUTLAY		169,500.00	10,500.00	93,377.73	55.09	76,122.27
Contingency	100795	190,000.00	0.00	0.00	0.00	190,000.00
Transfers to Capital Projects Fun	100805	0.00	0.00	0.00	0.00	0.00
Unappropriated Ending Balance		1,315,000.00	0.00	0.00	0.00	1,315,000.00
TOTAL REQUIREMENTS		4,496,800.00	305,258.34	1,833,232.84	40.77	2,663,567.16
TOTAL RESOURCES			41,271.98	2,381,931.89		
TOTAL REQUIREMENTS			-305,258.34	-1,833,232.84		
ENDING FUND BALANCE			-263,986.36	548,699.05		
Beginning Fund Balance		2,042,292.54	6/30/2024			
Excess Rev/Exp		548,699.05				
Ending Fund Balance		2,590,991.59				

APPLEGATE VALLEY RURAL FIRE PROTECTION DISTRICT # 9
1095 UPPER APPLEGATE RD.
JACKSONVILLE, OR, 97530
STATEMENT OF REVENUE AND EXPENDITURES
BUDGET VERSUS ACTUAL COMPARISON
January 31, 2024

CAPITAL PROJECTS FUND

	Account Number	ANNUAL BUDGET	CURRENT MONTH	YEAR-TO DATE	%-OF BUDGET	REMAINING BALANCE
RESOURCES						
NET WORKING CAPITAL		526,000.00				
TRANSFER FROM GENERAL	240441	0.00	0.00	0.00	0.00	0.00
INTEREST	200450	20,000.00	2185.56	16,017.29	80.09	3,982.71
TOTAL RESOURCES		20,000.00	2,185.56	16,017.29	80.09	3,982.71
REQUIREMENTS						
PROJECT PURCHASE	240760	0.00	0.00	0.00	0.00	0.00
TRANSFER TO GENERAL	100440	0.00	0.00	0.00	0.00	0.00
BANK SERVICE CHARGE	200201	0	0.00	0.00	0.00	0.00
TOTAL REQUIREMENTS		0.00	0.00	0.00	0.00	0.00
TOTAL RESOURCES		20,000.00	2,185.56	16,017.29		
TOTAL REQUIREMENTS		0.00	0.00	0.00		
RESERVE FOR FUTURE EXPENDITURES		20,000.00	2,185.56	16,017.29		
Beginning Fund Balance	3002	529,839.02	6/30/2024			
RESERVED FOR FUTURE EXP		16,017.29				
Ending Fund Balance		545,856.31				

APPLEGATE VALLEY RURAL FIRE PROTECTION DISTRICT # 9



APPLEGATE FIRE DISTRICT

1095 UPPER APPLEGATE RD. JACKSONVILLE, OR 97530

PHONE: 541.899.1050 FAX: 541.899.9314

Fire Chief's Report

January 2025

- Williams Fire District
- Ashland Type 3 Engine
- 2025 Oregon Legislative Session
 - Legislative Funding Request
 - \$482 for two RC Tracked Masticators and one RC Tracked Air Curtain Burner.
- ISO Review
- JCFD5 Type 1 Engine
- Water Tanks at Stations 52, 53, 57, & 55
- Water Tender Project
- Radio Infrastructure Project
- 2025/26 Budget Prep
- Grant Requests Awaiting Decisions
 - AFG
 - \$50k for FF Training, PPE, and Portable Radios
 - \$900k for two Type 1 Engines



APPLEGATE FIRE DISTRICT

1095 UPPER APPLEGATE RD. JACKSONVILLE, OR 97530

PHONE: 541.899.1050 FAX: 541.899.9314

Deputy Chief's Report

January 2025

Monthly Statistics

- 49 Incidents
- 2 Overlapping Incidents
- 296 hours of training
- See attached report

Summary of Activities

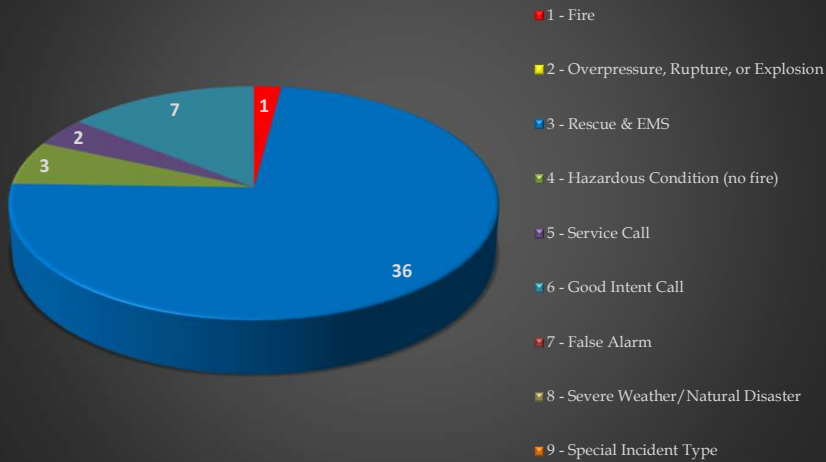
- Continued optimization of First Due
- Sent 5 personnel to Incident Management training January 13-14 at Smullin Center
- Continued work on the rebranding project
- Updating our intake and separation process for District members
- Training focus on Incident Management and Incident Documentation
- Evaluation of response districts and GIS mapping with ECSO
- Student Firefighter Elizabeth Dunlap's pursuit of higher education
- Placed the first order of new uniforms

PROUDLY SERVING
The Applegate Valley

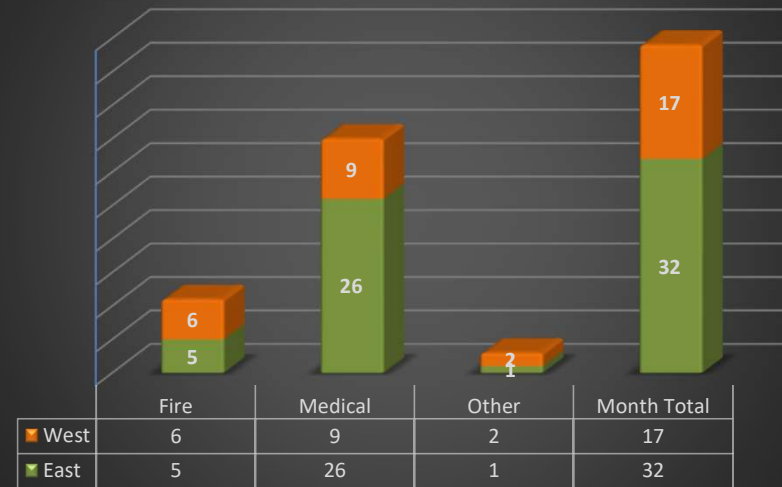
Alarm Statistics - January 2025

Incidents by Type

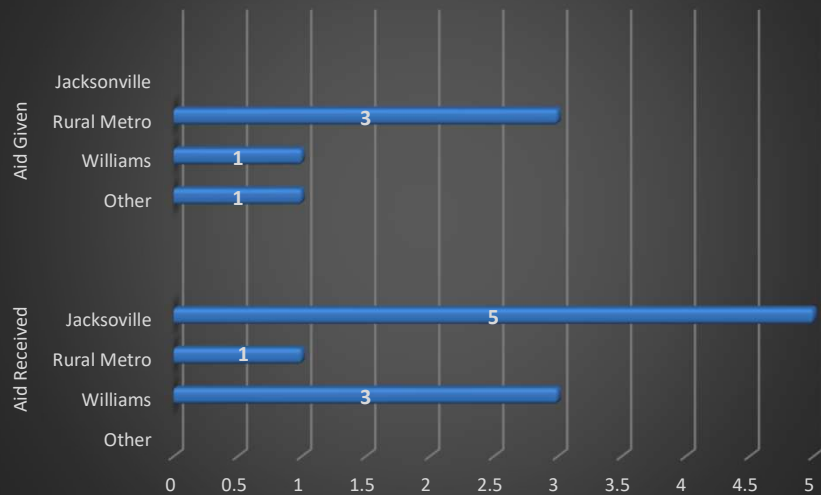
49 Incidents



Incidents by Battalion



Monthly Mutual Aid



Monthly Quick Facts

Total Number of Training Events:	13
Administrative:	4
EMS	1
Operations	8
Health & Safety	0
Total Number of Training Hours:	296.00
	Month Y-T-D
Overlapping Incidents	2 2
% of Overlapping Incidents	4.08% 4.08%
Total Number of Activities:	7
Assessments:	3
Fuels Reduction:	4



APPLEGATE FIRE DISTRICT

1095 UPPER APPLEGATE RD. JACKSONVILLE, OR 97530

PHONE: 541.899.1050 FAX: 541.899.9314

Maintenance Officer's Report

January 2025

- Equipment
 - Serviced HB53, C52, E51
 - Pump tested E52, E51 All repairs made that were found during testing.
 - HB53, upgraded lights on front fenders
 - Repaired high voltage problem on E53.
 - All other repairs minor.

- Facilities and Grounds
 - Cleaned and Re-organized shop to accommodate Type I Engines better.



APPLEGATE FIRE DISTRICT

1095 UPPER APPLEGATE RD. JACKSONVILLE, OR 97530

PHONE: 541.899.1050 FAX: 541.899.9314

Fire Marshal's Report

January 2025

- Home Defensible Space Assessments – 2
- Construction Permit (Fire Safety) Inspections
 - January 2024 – 4
 - Initial Dwellings – 1
 - Replacement Dwellings – 0
 - Agricultural Buildings – 3
 - Shops/Garages – 0
 - Other – 0
 - Year to Date – 4
- Business Inspections - 0
- Pre-Incident Plans - 0
- Prevention & Public Education
 - A Greater Applegate Fire and Forestry Committee
 - Wagon Trail Drive Firewise project.
 - 2025 Northwest Youth Corps Field Season / Training
 - BLM Title II Grant Awards
 - Humbug Creek / Thompson Creek Firewise communities.



APPLEGATE FIRE DISTRICT

1095 UPPER APPLEGATE RD. JACKSONVILLE, OR 97530

PHONE: 541.899.1050 FAX: 541.899.9314

Recruitment Retention Coordinator Report

January 2024

- Helped with the Ruch Outdoor School station tour
- Created a flyer for open student positions
- Sent applications out for interested student/volunteers
- Worked on the Newsletter

PROUDLY SERVING
The Applegate Valley

PROPOSED WAGE COMPENSATION PLAN 25/26

	Top Step 2.7%	Top Step 4%
DEPUTY CHIEF		
ANNUAL	\$96,938.21	\$98,165.27
BI-WEEKLY	\$3,728.39	\$3,775.59
HOURLY	\$46.60	\$47.19
DIVISION CHIEF X 3		
ANNUAL	\$83,085.36	\$84,137.07
BI-WEEKLY	\$3,195.59	\$3,236.04
HOURLY	\$39.94	\$40.45
SHIFT FIREFIGHTER X 2		
ANNUAL	\$59,921.55	\$60,680.05
BI-WEEKLY	\$2,304.68	\$2,333.85
HOURLY	\$20.81	\$21.07
Recruitment & Retention (part-time)		
ANNUAL	\$25,633.92	\$25,958.40
BI-WEEKLY	\$985.92	\$998.40
HOURLY	\$24.65	\$24.96
FIRE CHIEF per Contract		
ANNUAL	\$119,998.79	\$121,517.76
BI-WEEKLY	\$4,615.34	\$4,673.76
HOURLY	\$57.69	\$58.42
	PERS 2.7%	PERS 4%
	\$190,500.00	\$193,000.00
	Taxes 2.7%	Taxes 4%
	\$8,875.00	\$9,000.00
	WC 2.7%	WC 4%
	\$52,650.00	\$53,300.00
Total Expense to the District based on Top Step		
	2.7%	4%
	\$811,045.09	\$821,412.75

APPLEGATE FIRE DISTRICT

Board of Directors Agenda Item

Date: February 10, 2025

To: Board of Directors

From: Chief Wolfard

Agenda Subject: Surplus Vehicles

Overview of Agenda Subject:

Staff is requesting permission to sell two vehicles and return one vehicle to the Federal Excess Property Program (FEPP). All vehicles are surplus to our needs.

Agenda Subject Brief Background:

With the acquisition of several vehicles and some operational changes, the following vehicles are now surplus to our needs:

- 2004 Chevrolet Trailblazer. This vehicle is owned by the district, has 143k miles on it, and is in good condition. Kelly Blue Book estimates the value of the vehicle to be between \$1500 to \$3000.
- 1999 International Type 5 Wildland Engine. This vehicle is owned by the district and is a former ODF Engine that we acquired about 16 years ago. It is in good condition. Valuation is difficult to determine, but staff believes that it could fetch \$5k to \$10k.
- 1980 GMC Flatbed. This vehicle is NOT owned by the district. We are required to return it to FEPP when we are done using it.

Recommendation- (What is the recommended outcome of the Agenda Subject):

Staff recommends disposing of the vehicles as outlined below:

- 2004 Trailblazer – Sealed bid process, advertised on social media and our email list. \$1,000 minimum bid.
- 1999 Wildland Engine – Auction the vehicle on GovDeals.com. Start with a \$10k minimum bid and the buyer pays the auction fees.
- 1980 GMC Flatbed – Return the vehicle to FEPP.

Agenda Subject Supporting Documentation/Attachments (specific reference documents):

APPLEGATE FIRE DISTRICT

Board of Directors Agenda Item

Date: February 13, 2025

To: Board of Directors

From: Tallie Jackson

Agenda Subject: Vehicle Stipend

Overview of Agenda Subject:

Staff is requesting the Board to create a line item for Vehicle Stipend and designate money from contingency to fund the line item.

Agenda Subject Brief Background:

In December 2024 the Board approved a \$1100 a month vehicle stipend for Chief Wolfard. The stipend does not have a budgeted line item, therefor the need to create one.

Recommendation- (What is the recommended outcome of the Agenda Subject):

Staff recommends approving Resolution 2024/25 -4 Transfer from Contingency.

Agenda Subject Supporting Documentation/Attachments (specific reference documents):

Resolution 2024/2025-4



APPLEGATE FIRE DISTRICT

1095 UPPER APPLEGATE RD. JACKSONVILLE, OR 97530

PHONE: 541.899.1050 FAX: 541.899.9314

RESOLUTION 2024/2025 - 04 RESOLUTION AUTHORIZING THE TRANSFER AND ALLOCATION OF FUNDS FROM CONTINGENCY

WHEREAS, the Board of Directors of Applegate Valley Fire District hereby deems it necessary and appropriate to allocate funds from Contingency (\$5,5000);

WHEREAS, the funds are allocated to the following Category, Line Item and adjusts Contingency;

<u>Category/ Line Item</u>	<u>2023/2024 Budget</u>	<u>Change</u>	<u>New Budget</u>
Personnel Services	\$ 2,110,550	+\$ 5,500	\$ 2,116,000
Vehicle Stipend	\$ 0	+\$ 5,500	\$ 5,500
Contingency	\$ 190,000	- \$ 5,500	\$ 184,500

BE IT RESOLVED, that the Board of Directors of Applegate Valley RFPD #9 hereby approves the transfer of contingency funds and adopts this resolution on the 19th day of February 2025.

Vote: _____
Ayes Absent/ Abstain Nays

Board President: _____
Date

Board Secretary/ Treasurer: _____
Date

APPLEGATE FIRE DISTRICT

Board of Directors Agenda Item

Date: February 13, 2025

To: Board of Directors

From: Chris Wolfard

Agenda Subject: Station 55 Residence

Overview of Agenda Subject:

Staff is seeking approval from the Board of Directors to utilize the residence at Station 55 for Student and/or Resident Firefighter housing instead of as a rental.

Agenda Subject Brief Background:

- 1056 square foot, 3 bed, 2 bath, 2002 Fleetwood double wide manufactured home.
- Has been a rental for volunteer firefighters and their families since it was installed in 2003/04, with the intent that the volunteer would regularly respond to calls and help keep the station and equipment maintained. This really hasn't worked as planned.
- Currently, it rents for \$450/month and the resident is responsible for utilities.

Recommendation- (What is the recommended outcome of the Agenda Subject):

- Staff recommends changing it to Student/Resident style housing, similar to what we are testing out at Station 51.

Agenda Subject Supporting Documentation/Attachments (specific reference documents):