

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 8-21-2024

|                  |   |
|------------------|---|
| <b>Date/Time</b> | July 17, 2024 <b>Location</b> Fire Station  |
| <b>Chair</b>     | Ted Baker <b>Minutes taken by</b> Shelley Olson   |
| Present          | <p><b>Board:</b> Ted Baker,<br/> Evelyn Hukari, John<br/> Madsen, Celia<br/> Felsenberg, Shelley<br/> Olson</p> <p><b>Staff</b> Adam Ryan</p> |

| Agenda                      | Who           | Discussion  |
|-----------------------------|---------------|---|
| <b>Chair<br/>Welcome:</b>   | Ted Baker     | Call to Order at 7:04 pm  |
| <b>Secretary<br/>Report</b> | Shelley Olson | Approval of agenda<br>Motion to approve by Shelley; Second by John. MPU<br>Approval of minutes<br>Motion to approve by Celia; Second by Evelyn. MPU |

|                             |  |                 |
|-----------------------------|--|-----------------|
| <b>Treasurer<br/>Report</b> |  | Report attached |
|-----------------------------|--|-----------------|

|  |                        |  |
|--|------------------------|--|
| <b>EMT<br/>Report<br/>Chief<br/>Report</b> | Adam Ryan<br>Adam Ryan | Report attached<br>Report attached<br>Adam and the volunteers were thankful to Ted for providing A/C in the bays and office. |
|--|------------------------|--|

|                                    |     |  |
|------------------------------------|-----|--|
| <b>Old<br/>Business<br/><br/>-</b> | All | Kiosk update:<br>Adam bought the corkboard and glue to finish the kiosk.<br>Not pursuing hiring an accountant at this time |
|------------------------------------|-----|--|

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|--------------------------------|-----|--|
| <b><i>New<br/>Business</i></b> | All | Discuss April's recognition for her service possibly to be held in September |
| <b><i>Closing</i></b>          |     | Adjourned at 8:30<br><br>Next meeting 8-21-2024                              |

**Actions:**

- **Evelyn** to check with SAIF
- **Evelyn and John** to set up quickbooks for 2024/2025
- **John** to check LGIP to determine what reports are available for our accounting
- **Ted** to check into card lock for fuel
- **Adam** to check with electric company about adding more lighting to the bay areas

# Hoskins Kings Valley Rural Fire Protection District

## Profit and Loss Detail

June 10 - July 16, 2024

| DATE   | TRANSACTION TYPE | NUM  | NAME                       | MEMO/DESCRIPTION              | SPLIT  | AMOUNT               | BALANCE  |
|--|------------------|------|----------------------------|-------------------------------|--|----------------------|----------|
| Ordinary Income/Expenses                       |                  |      |                            |                               |  |                      |          |
| Expenses                                       |                  |      |                            |                               |  |                      |          |
| 6000 MATERIALS & SERVICES                      |                  |      |                            |                               |  |                      |          |
| 6100 ADMIN EXPENSES                            |                  |      |                            |                               |  |                      |          |
| 6105 Insurance/ Bonds                          |                  |      |                            |                               |  |                      |          |
| 06/22/2024                                     | Check            | 4566 | SAIF Corporation           | Worker's Compensation Premium | 1010 OPERATING CHECKING:Checking-1288          | 1,272.35             | 1,272.35 |
| <b>Total for 6105 Insurance/ Bonds</b>         |                  |      |                            |                               |  | <b>\$1,272.35</b>    |          |
| 6115 Accounting                                |                  |      |                            |                               |  |                      |          |
| 06/28/2024                                     | Check            | BP   | Get Organized, LLC         |                               | 1010 OPERATING CHECKING:Checking-1288          | 100.00               | 100.00   |
| <b>Total for 6115 Accounting</b>               |                  |      |                            |                               |  | <b>\$100.00</b>      |          |
| 6130 Office Supplies                           |                  |      |                            |                               |  |                      |          |
| 06/22/2024                                     | Check            | 4565 | US Postal Service          |                               | 1020 OPERATING CHECKING:Citizens Checking 4224 | 216.00               | 216.00   |
| 07/15/2024                                     | Check            | BP   | Bradford Exchange Checks   | Checks for Treasurer          | 1010 OPERATING CHECKING:Checking-1288          | 90.15                | 306.15   |
| <b>Total for 6130 Office Supplies</b>          |                  |      |                            |                               |  | <b>\$306.15</b>      |          |
| <b>Total for 6100 ADMIN EXPENSES</b>           |                  |      |                            |                               |  | <b>\$1,678.50</b>    |          |
| 6200 EMS Supplies                              |                  |      |                            |                               |  |                      |          |
| 06/22/2024                                     | Check            | 4564 | Mark E Hazelton            | EMR Renew                     | 1020 OPERATING CHECKING:Citizens Checking 4224 | 63.00                | 63.00    |
| <b>Total for 6200 EMS Supplies</b>             |                  |      |                            |                               |  | <b>\$63.00</b>       |          |
| 6250 Uniforms & PPE                            |                  |      |                            |                               |  |                      |          |
| 07/11/2024                                     | Check            | 4568 | Seawestern                 | PPE, personnel outfitting     | 1010 OPERATING CHECKING:Checking-1288          | 1,383.70             | 1,383.70 |
| 07/15/2024                                     | Check            | 4570 | Mike Nieminski             | Boots for Mike                | 1010 OPERATING CHECKING:Checking-1288          | 350.00               | 1,733.70 |
| <b>Total for 6250 Uniforms &amp; PPE</b>       |                  |      |                            |                               |  | <b>\$1,733.70</b>    |          |
| 6600 FIRE HALL                                 |                  |      |                            |                               |  |                      |          |
| 6610 UTILITIES                                 |                  |      |                            |                               |  |                      |          |
| 6611 Electricity                               |                  |      |                            |                               |  |                      |          |
| 06/30/2024                                     | Check            | bp   | Cpi Bill Consumers         |                               | 1010 OPERATING CHECKING:Checking-1288          | 217.23               | 217.23   |
| <b>Total for 6611 Electricity</b>              |                  |      |                            |                               |  | <b>\$217.23</b>      |          |
| 6613 Phone & Internet                          |                  |      |                            |                               |  |                      |          |
| 07/02/2024                                     | Check            | bp   | Pioneer Telephone          |                               | 1010 OPERATING CHECKING:Checking-1288          | 111.69               | 111.69   |
| 07/02/2024                                     | Check            | bp   | Peak Internet              |                               | 1010 OPERATING CHECKING:Checking-1288          | 10.95                | 122.64   |
| <b>Total for 6613 Phone &amp; Internet</b>     |                  |      |                            |                               |  | <b>\$122.64</b>      |          |
| <b>Total for 6610 UTILITIES</b>                |                  |      |                            |                               |  | <b>\$339.87</b>      |          |
| <b>Total for 6600 FIRE HALL</b>                |                  |      |                            |                               |  | <b>\$339.87</b>      |          |
| 6650 VEHICLE & EQUIP                           |                  |      |                            |                               |  |                      |          |
| 6651 Vehicle Maintenance                       |                  |      |                            |                               |  |                      |          |
| 07/15/2024                                     | Check            | 4569 | Benton County Public Works | 2001 FREIGHTLINER FL80 EXT    | 1010 OPERATING CHECKING:Checking-1288          | 6,553.95             | 6,553.95 |
| <b>Total for 6651 Vehicle Maintenance</b>      |                  |      |                            |                               |  | <b>\$6,553.95</b>    |          |
| <b>Total for 6650 VEHICLE &amp; EQUIP</b>      |                  |      |                            |                               |  | <b>\$6,553.95</b>    |          |
| <b>Total for 6000 MATERIALS &amp; SERVICES</b> |                  |      |                            |                               |  | <b>\$10,369.02</b>   |          |
| 6700 GRANT EXPENSES                            |                  |      |                            |                               |  |                      |          |
| 6720 OSFM EDUCATION \$10k                      |                  |      |                            |                               |  |                      |          |
| 6723 Kiosk                                     |                  |      |                            |                               |  |                      |          |
| 06/28/2024                                     | Check            | 4567 | Adam Ryan                  | Cork and glue                 | 1010 OPERATING CHECKING:Checking-1288          | 107.94               | 107.94   |
| <b>Total for 6723 Kiosk</b>                    |                  |      |                            |                               |  | <b>\$107.94</b>      |          |
| <b>Total for 6720 OSFM EDUCATION \$10k</b>     |                  |      |                            |                               |  | <b>\$107.94</b>      |          |
| <b>Total for 6700 GRANT EXPENSES</b>           |                  |      |                            |                               |  | <b>\$107.94</b>      |          |
| <b>Total for Expenses</b>                      |                  |      |                            |                               |  | <b>\$10,476.96</b>   |          |
| <b>Net Income</b>                              |                  |      |                            |                               |  | <b>\$ -10,476.96</b> |          |

## HKV RFPD Chief Report July 16, 2024

### **Calls this period**

Jun 20 - Medical - Bleed - Nick responded with Philomath and Corvallis. Patient transported to Good Sam.

Jun 28 - MVA - Nick responded with Corvallis. Patient transported to Good Sam.

Jul 7 - Brush fire - All county response - Hwy 34. Mark and Adam responded. Turned around en route.

Jul 8 - Field fire - All county response - Monroe. Mark and Adam responded. Turned around en route.

Jul 12 - Field fire - All county response - Monroe. Mark and Adam responded. Large hay bale fire.

Jul 16 - Brush fire - All county response - Philomath. Nick and Adam responded. Slash fire from lightning strike

### **Training**

Lee and Laura have completed Fire Academy.

Mark and Adam attended RT-130, the wildland refresher class.

Lee, Laura and Mike are working on online course work for wildland certification.

Mike went in for his physical.

### **Equipment**

New AEDs are in and will be distributed to Mark, Lee and Laura, and Adam.

541 and 563 are back from service. 563 has a slow leak in the rear fill valve, and a leak at the pump.

Partial turnout gear (boots and helmets) are in for Lee and Laura.

Wildland gear has been ordered for Lee, Laura and Mike.

## **Grants**

Remaining tasks for the kiosk still include cork backing, literature rack and signage.

Payroll paperwork for new firefighters is being gathered.

## **Meetings**

Adam attended the monthly Fire Defense Board Meeting.

Adam attended the quarterly 911 Service District Meeting.

## **Safety Training**

Heat related precautions during exertion when responding.