

WILLIAMS RURAL FIRE PROTECTION DISTRICT
REGULAR BOARD MEETING AGENDA

Tuesday, May 13, 2025

Place and Time: District Headquarters, 211 E. Fork Road, Williams OR, at 10:00 AM

Dial In: 2532158782; Passcode: 8467644

Join Zoom Meeting

<https://us06web.zoom.us/j/84391303924?pwd=qSzaSAe3mAF5emJHlTrDaCKvw2YH3b.1>

Meeting ID: 843 9130 3924

Passcode: 690036

1. Call to Order, Pledge, and Roll Call of Members
2. Announcements
3. Approval of Prior Board Meeting Minutes – previously distributed electronically
 - April 8, 2025 Regular Board Meeting Minutes
 - April 29, 225 Special and Executive Meeting Minutes
4. Reports
 - Fire Chief's Report (Given by Interim Fire Chief and Captain Nicco Holt)
 - Training Report
 - Operations Report
 - District Fire Marshal Report / Safety Committee Report (Nothing to Report)
 - Community Relations Coordinator Report
 - WFA Report
 -
5. Unfinished Business
 - 5 Year Plan Update
 - Showers
 - Chief hiring process

Tabled Unfinished Business

- The Museum Building Update (Tabled)
6. New Business
 - Approve Budget
 - Budget Bonus
7. Clerk Treasurers Report – Financial Reports and Invoices -
8. Announcement of the next regular scheduled board meeting – June 10, 2025 at 10:00am
9. Public Input – two minutes at end of meeting
10. Public Questions – can be submitted in writing to PO Box 81, Williams, Oregon 97544
11. Motion to adjourn

Posted in accordance with ORS 192.640 - Heather Glass, Board Chair, Williams Rural Fire Protection District
Board of Directors

WRFPD Chief/Training/Admin Report April 2025

❖ Chief Activities

- Meetings
 - B.O.D. x2
 - Budget Committee
 - Williams Firefighter Association (WFA)
 - Rogue Interagency Training Association (RITA)
 - Grants Pass Rotary Luncheon
 - Staff Meeting
 - MCI Drill Planning
 - Community Wildfire Protection Plan (CWPP)
 - Southern Oregon-Northern California (SONCAL) Wildland Conference
- Regular activities that are worth noting and/or take time out of the day
 - Monthly report alarm data and report preparation
 - Financial discussions and acknowledgements
 - Discussions with staff and volunteers on various topics
 - Alarm responses and reports
 - District coverage while others are at meetings or trainings
 - Duty Officer coverage - 9 weekdays & 6 weekend days
- Budget preparation
- Strategic Plan
- Blood Drive planning and participation
- Federal Communications Commission (FCC) License renewal completed
 - 10 year license – next renewal in 2035
- Coffee-with-the-Chief preparation and hosting.
- Deal with construction damage to hydrant system water line (twice)

❖ Administrative Activities

- Provided general administrative support to staff and volunteers.
- Worked directly with Tallie on multiple financial and administrative details.
- Coordinated check signing and getting payments in the mail.
- Processed incoming mail
- Processed HR paperwork for new recruits
- Set-up Zoom and camera system for board meetings
- Reviewed and updated personnel time records in preparation for payroll

WRFPD Chief/Training/Admin Report April 2025

❖ Training Officer Activities

- Prepare and lead training drills
- Interact with new applicants and recruits in various stages of the onboarding process
- DPSST Accreditation Process completed – valid until April, 2028.
- DPSST documentation
- Training records and task books
-
- Weekly Training Drills
 - Firefighter II skills/tasks
 - Foam Operations/Flammable Liquids
 - Wildland
 - Hose deployment and pump operations at Pacifica
 - Firefighter I Skills
 - Initial arrival activities
 - Water Supply
 - Pumphouse 2 Operations
- Other Training
 - Josephine County EMS Webinar
 - CPR Renewal
 - Multiple EMS-related online and webinar trainings

❖ District Alarm Activity

- 19 Alarms
 - 11 EMS
 - Including two non-injury MVCs
 - 4 Fire calls
 - Including 1 flue fire and 2 grass fires
 - 4 Service calls
 - Including one cat in a tree
 - 1 Cancelled/No emergency found

WRFPD OPERATIONS REPORT APRIL 2025

- The Generac generator has a small coolant leak. Specialty seal ordered and will be installed early next week.
- Holmatro extrication equipment serviced. Report is that they are in really good shape and need no repairs.
- JOCO Ops. supervisors monthly meeting. Focus was on radio frequencies Wildland mobilization and general readiness of respective districts.
- FF Brennan, FF Brian and myself, took part of the yearly Asante MCI drill. Scenario based mass casualty training event that TRH puts on every year. Most Fire agencies, AMR, Cal-Or Life flight, Mercy all had a roll. This year, the scenario was, an accident on the Rouge river involving 20-30 patients with varying degrees of injuries. The main intent of the drill is to test the intake capabilities of Three Rivers Hospital, however, since the above mentioned agencies will be the ones responsible for organizing and implementing the initial response and ultimately get the patients to the hospital, it is imperative that we know what to do. FF Brennan and FF Brian was attached to multiple engine companies, assisting with assessments and other critical tasks. I was assigned as Staging supervisor, my task was to organize and supervise the "Staging area". Great exercise, looking forward to the next one.
- Some headway made with our potential water shortage as the creek keeps dropping with increasing temps. After poking around in the creek, both FF Brennan and myself, believe that we can get an adequate flow of water using chainsaws and hand tools. We would need a crew and potentially warmer water before we do this. Just to be clear, we have good water flow for the time being. This is a precautionary action plan.
- 8761 has a small oil leak, in addition to needing new springs. Parts ordered and will be addressed this week.
- 3 requests for mutual aid from 8500. All 3 where grass fires that started as open burns. Fortunately, 8500 had it handled quickly, our engine responses canceled before getting on scene.
- After consulting with OSFM, it was determined that there is still an active warranty on 8742. The issue of brakes getting too hot for comfort has been ongoing. I took the apparatus to Freightliner for further diagnostics, and I am expecting an answer early next week.

- The district had 2 breaks on our watermain for our hydrant system this month. Fortunately, the company that broke it was willing and able to work with us. We may need to look at getting the system “grandfathered” in to the county and maybe even marking it somehow.
- Resilience
- Hubs meeting at fire station. Attendees where: Ash Martell, Chief Holt, Joe Stodola (Joco emergency communications coordinator), Bradford Goshorn(Local fuels mitigation specialist and amateur radio operator) and myself. Discussion centered around radios, comms and the potential of setting up a radio base station for emergencies that is separate from our 911 system. From what i understand, the support team would finance the purchase, the district provides the local and Joe Stodola would train and otherwise assist us with the project.
- All other duties and tasks.

Oskar Sundell, Captain/WRFPD

5/9/2025

Fire Marshal's Report for March 2025
Williams RFPD
Jon Scaroni
May 11, 2025

Property Assessments: There were four property assessments completed in the Williams Fire District.

Business Inspections: Zero business inspections.

Fire Investigations: One fire investigation assisting Rural Metro.

Meetings Attended: The Co-op meeting was canceled. I attended the IAAI meeting where we voted on officers.

Classes Attended: None.

Chipper Program: In April, we completed five chipper jobs. There will be multiple jobs scheduled for May.

Safety Officer Report: No accidents to report.

Jon Scaroni
WRFPD District Fire Marshal

Monthly Report for April 2025

Written by Ash Martell on May 12 for the May 13, 2025 Regular Board Meeting
Community Relations Coordinator/Wildfire Resiliency Coordinator/Assist. to the Chief

Community Relations Coordinator

Fireside Newsletter Spring 2025

- Newsletter was completed in coordination with AFD
- Newsletter was included in the Williams and Murphy PO Boxes this time

Ongoing duties:

- Attend regular Board meeting
- Attend Support Team meeting
- Attend Staff meetings
- Create Monthly Report for the Board for these positions
- Monitoring the info@WRFPD.org email (updated email password)
- Update pump house info sign

Wildfire Reduction/Resiliency Coordinator

Ongoing duties:

- Program flyers / Evacuation maps: printing / posting and sharing to media
- Attend A Greater Applegate Forest and Fire monthly working group meeting
- Resiliency Hub: Meetings with community partners for ongoing discussion of key assets / needs and implementation of a community-wide plan
- Met with several key players regarding communication needs and the role of WRFPD in assessing and meeting those needs

Assistant to the Chief

Coffee with the Chief/Community Conversation – April 30, 2025

- Discussion with Chief regarding topic – decided upon Fire Season info.
- Discussions with other staff regarding each doing a presentation
- Creation of event flyer; printing/distribution to local businesses/community gathering locations
- Repeated posting of event flyer on social media; District Facebook page and 8(+) local groups
- Emailing the event flyer to Jo's List in the weeks prior to the event
- Putting event info on pumphouse sign
- Communication with the Support Team for assistance at the event
- Set up / clean up day of event
- Presentation at event

Ongoing projects and duties:

- Personnel Birthday Recognition program tracking/updating/implementation
- CRC/WRRC/AC file and email organization and maintenance
- Attend Budget Committee meeting

WRFPD Support Team update: The Support Team attended the 1st Monday Williams Farmers Market 2025. Ongoing planning of the Community Yard Sale and July 4th event.

Williams Fire Rescue
Board of Directors Agenda Item Explanatory Statement

Date: May 13, 2025

To: Board of Directors

From:

Agenda Subject: Bonus

Overview of Agenda Subject We would like to propose a \$500 dollar bonus for Nicco Holt, and \$100 bonus for Tallie

Agenda Subject Brief Background: The budget process is lengthy and hard. This was one of the best budget books we have seen yet. We would like to show appreciation for the time and effort spent on this task.

Recommendation: Due to the extra duties and tasks Nicco has had to endure over the last year I believe he deserves an extra bonus. He has picked up all of the duties with little complaint and kept the department operational.

Tallie also had to put in extra hours and effort.

WILLIAMS RURAL FIRE PROTECTION DISTRICT
211 EAST FORK RD
WILLIAMS, OR 97544

BALANCE SHEET
April 30, 2025

	ACCT.#	3/31/2025	DEPOSITS	WITHDRAWS	4/30/2025	
UMPQUA BANK		13,593.60	72,142.19	45,588.46	40,147.33	
GENERAL POOL ACCOUNT		630,808.05	5,276.81	70,000.00	566,084.86	
TOTAL CHECKING/SAVINGS		644,401.65	77,419.00	115,588.46	606,232.19	
TOTAL ASSETS						606,232.19
LIABILITIES						
CREDIT CARDS PAYABLE					1,589.84	
PAYROLL WITHHOLDING					2468.50	
PAYROLL LIABILITES					-3,676.08	
TOTAL LIABILITIES					382.26	
EQUITY						
GENERAL FUND					587,341.31	
CAPITAL PROJECTS FUND					210,245.00	
Net Income					-191,736.38	
TOTAL EQUITY					605,849.93	
TOTAL LIABILITIES & EQUITY						606,232.19

STATEMENT OF REVENUE AND EXPENDITURES
BUDGET VERSUS ACTUAL COMPARISON
April 30, 2025
83% OF THE BUDGET YEAR IS OVER
82% OF THE BUDGETED REVENUE HAS BEEN RECEIVED
47% OF THE BUDGET HAS BEEN SPENT

RESOURCES	Account Number	Annual Budget	Current Month	Year To Date	% of Budget	Remaining Balance
Current Tax		396,300.00	1,543.53	233,621.37	58.95	162,678.63
Prior Year Tax		0.00	330.97	4,789.46	4789.46	-4,789.46
Local Option Current Tax		0.00	950.82	143,910.16	143910.16	-143,910.16
Local Option Prior Year Tax		0.00	203.42	2,933.74	2933.74	-2,933.74
Total Taxes		396,300.00	3,028.74	385,254.73	97.21	11,045.27
Beginning Fund Balance		778,600.00		787,107.00	101.09	-8,507.00
Interest Earned		10,000.00	2,248.26	19,408.28	194.08	-9,408.28
Donations		0.00	240.00	7,100.00	7,100.00	-7,100.00
Grants		100,000.00	0.00	1,420.22	1.42	98,579.78
Mobile Home Rental		16,800.00	1,400.00	15,400.00	91.67	1,400.00
Mobile Power		1,600.00	202.00	1,935.06	120.94	-335.06
RV Space Rental		3,600.00	300.00	3,000.00	83.33	600.00
Total Other Resources		126,800.00	4,390.26	45,263.56	35.70	74,629.44
TOTAL RESOURCES		523,100.00	7,419.00	430,518.29	82.30	85,674.71

WILLIAMS RURAL FIRE PROTECTION DISTRICT
211 EAST FORK RD
WILLIAMS, OR 97544
STATEMENT OF REVENUE AND EXPENDITURES
BUDGET VERSUS ACTUAL COMPARISON
April 30, 2025

GENERAL FUND

	Account Number	Annual Budget	Current Month	Year To Date	% Of Budget	Remaining Balance
PERSONNEL SERVICES						
Fire Chief		80,000.00	2,832.50	28,325.00	35.41	51,675.00
HR Manager		45,000.00	0.00	14,500.00	32.22	30,500.00
OSFM Grant Administrator		18,500.00	250.00	7,100.00	38.38	11,400.00
Community Relations - Admin Aid		18,000.00	0.00	0.00	0.00	18,000.00
Training Officer		53,000.00	2,832.50	28,325.00	53.44	24,675.00
Operations Officer		47,000.00	3,861.87	38,500.83	81.92	8,499.17
Duty Officer Stipend		26,000.00	2,340.00	21,840.00	84.00	4,160.00
OSFM Fire Marshal		40,000.00	3,229.68	32,273.64	80.68	7,726.36
OSFM Firefighter		40,000.00	3,304.76	33,030.78	82.58	6,969.22
CWRR Chipper Personnel		36,000.00	998.00	34,235.45	95.10	1,764.55
OSFM Upstaffing		31,500.00	0.00	38,902.40	123.50	-7,402.40
Seasonal Hires		18,000.00	480.00	4,822.50	26.79	13,177.50
Volunteer Nominal Qtr Points		12,000.00	0.00	8,501.46	70.85	3,498.54
Insurance Package		85,000.00	5,170.00	53,085.00	62.45	31,915.00
Payroll Liabilities		65,000.00	2,107.78	28,814.68	44.33	36,185.32
Workers's Compensation		21,000.00	0.00	7,162.56	34.11	13,837.44
Accidental Death & Desmberment		4,000.00	0.00	520.00	13.00	3,480.00
Bonus Pay		10,000.00	0.00	8,889.43	88.89	1,110.57
Conflag/Deployment/Associated Personnel		15,000.00	1,642.89	10,291.29	68.61	4,708.71
TOTAL PERSONNEL SERVICES		665,000.00	29,049.98	399,120.02	60.02	265,879.98

	Account Number	Annual Budget	Current Month	Year To Date	% Of Budget	Remaining Balance
MATERIAL & SERVICES						
Apparatus Maintenance		30,000.00	2,586.58	17,059.14	56.86	12,940.86
Building Maintenance		8,000.00	0.00	8,322.62	104.03	-322.62
Communications		10,000.00	546.22	6,891.75	68.92	3,108.25
Dues & Fees		6,000.00	125.99	4,703.07	78.38	1,296.93
Elections		2,000.00	0.00	0.00	0.00	2,000.00
EMS Supplies		3,000.00	163.08	1,035.57	34.52	1,964.43
Fire Equipment/Supplies		45,000.00	243.25	26,406.93	58.68	18,593.07
Fire Prevention		16,000.00	0.00	120.00	0.75	15,880.00
Fuel		20,000.00	1,885.90	14,747.33	73.74	5,252.67
Liability Insurance		25,000.00	0.00	26,926.00	107.70	-1,926.00
Legal & Accounting		17,000.00	0.00	14,750.00	86.76	2,250.00
Consulting Fees		24,000.00	735.00	20,292.72	84.55	3,707.28
Miscellaneous		10,000.00	1,178.52	5,293.68	52.94	4,706.32
Office Supplies		6,000.00	41.98	1,673.16	27.89	515.22
Personal Protective Equipmnet		24,000.00	0.00	0.00	0.00	24,000.00
Small Equipment Maintenance		7,000.00	2,439.00	2,439.00	34.84	4,561.00
Training		38,000.00	50.00	6,157.47	16.20	31,842.53
Travel		2,000.00	0.00	1,987.72	99.39	12.28
Uniforms		2,000.00	1,417.25	4,602.14	230.11	-2,602.14
Utilities		18,000.00	1,574.68	15,139.44	84.11	2,860.56
TOTAL MATERIALS & SERVICES		313,000.00	12,987.45	178,547.74	57.04	134,452.26

WILLIAMS RURAL FIRE PROTECTION DISTRICT
211 EAST FORK RD
WILLIAMS, OR 97544
STATEMENT OF REVENUE AND EXPENDITURES
BUDGET VERSUS ACTUAL COMPARISON
April 30, 2025

GENERAL FUND

	Account Number	Annual Budget	Current Month	Year To Date	% Of Budget	Remaining Balance
CAPITAL OUTLAY						
Apparatus & Equipment		75,000.00	0.00	0.00	0.00	75,000.00
Building Improvements		30,000.00	2,464.00	44,099.28	1.00	-14,099.28
Capital Outlay - Other		20,000.00	0.00	2,099.00	0.00	17,901.00
TOTAL CAPITAL OUTLAY		125,000.00	2,464.00	46,198.28	36.96	78,801.72
Contingency		83,900.00	0.00	20,000.00	23.84	63,900.00
Unappropriated Ending Balance		140,000.00	0.00	0.00	0.00	140,000.00
TOTAL REQUIREMENTS		1,326,900.00	44,501.43	623,866.04	47.02	683,033.96
TOTAL RESOURCES			7,419.00	430,518.29		
TOTAL REQUIREMENTS			-44,501.43	-623,866.04		
ENDING FUND BALANCE			-37,082.43	-193,347.75		
Beginning Fund Balance		787,107.00	6/30/2024			
Excess Rev/Exp		-193,347.75				
Ending Fund Balance		593,759.25				

WILLIAMS RFPD
Disbursement Voucher

Type	Date	Name	Memo	Account	Paid Amount
Credit Card Charge	04/01/2025	Southern Oregon Sanitation		Garbage Expense	68.12
Bill	04/01/2025	Local Government Law Group, P.C.		Consultant Fees	285.00
Bill	04/01/2025	Rogue Valley Fire Prevention Coop	Annual Dues	0400 Dues & Fees	100.00
Bill	04/01/2025	Williams Fire Department Support Gr	Board Members Heather Glass, Bill E	4000 · Associated Personnel Costs	180.00
Bill	04/01/2025	Caldera Technical Services LLC	Alternator	8762 · Brush Rig	695.41
Bill	04/01/2025	Caldera Technical Services LLC	Annual Service	8763 · 8763 Type 3 Wildland Engine	1,490.94
Bill	04/01/2025	Caldera Technical Services LLC	Cooling System Service	8763 · 8763 Type 3 Wildland Engine	400.23
Bill	04/01/2025	Century Link		Special Circuit	49.98
Bill	04/01/2025	Red Truck Construction	Deck	Mobile Improvements	2,464.00
Bill	04/01/2025	Nicebadge	Awards	4000 · Associated Personnel Costs	1,390.89
Bill	04/01/2025	Special Districts Insurance Services		Insurance Benefits	2,495.00
Bill	04/01/2025	Special Districts Insurance Services		Insurance Benefits	4,077.00
Bill	04/01/2025	Pacific Power	Item 2	Electricity Expense	12.10
Bill	04/01/2025	Pacific Power	Item 6	Electricity Expense	46.79
Bill	04/01/2025	Pacific Power	Item 7	Electricity Expense	377.91
Bill	04/01/2025	Pacific Power	Item 11	159 · Mobile Home	349.15
Bill	04/01/2025	Pacific Power	Item 12	Electricity Expense	121.11
Credit Card Charge	04/01/2025	National Registry EMT	EMT Recertification	1800 Training	25.00
Credit Card Charge	04/01/2025	National Registry EMT	EMT Recertification	1800 Training	25.00
Credit Card Charge	04/01/2025	Heiman Fire Equipment	Gloves	0900 Fire Equipment/Supplies	213.28
Credit Card Charge	04/02/2025	Amazon.com	Paper Towels	Kitchen	6.92
Check	04/03/2025	5.11 Tactical.com	Class B Shirt	2300 Uniforms	79.95
Bill	04/04/2025	QuickBooks Payroll Service	Fee for 2 direct deposit(s) at \$1.75 ea	6560 · Payroll Expenses	3.50
Bill	04/04/2025		Assistance to Fire Chief	4300 · Seasonal Hires-Misc Work	480.00
Bill	04/04/2025		Community Relations Coordinator	OSFM Capacity Grant Administrator	250.00
Bill	04/04/2025		Community Relations Coordinator	OSFM CWRRR Grant Administrator	250.00
Bill	04/04/2025		Monthly Board of Director Associate	4000 · Associated Personnel Costs	45.00
Paycheck	04/04/2025		Direct Deposit	CWRRR Personnel	170.00
Paycheck	04/04/2025		Direct Deposit	Payroll Liabilities	18.98
Paycheck	04/04/2025		Direct Deposit	CWRRR Personnel	280.50
Paycheck	04/04/2025		Direct Deposit	Payroll Liabilities	28.52
Paycheck	04/04/2025		Direct Deposit	CWRRR Personnel	85.00
Paycheck	04/04/2025		Direct Deposit	Payroll Liabilities	9.50
Paycheck	04/04/2025		Direct Deposit	CWRRR Personnel	212.50
Paycheck	04/04/2025		Direct Deposit	Payroll Liabilities	21.60
Paycheck	04/04/2025		Direct Deposit	5100 · Fire Chief	2,832.50
Paycheck	04/04/2025		Direct Deposit	5600 · Training Officer	2,832.50
Paycheck	04/04/2025		Direct Deposit	5500 · Duty Officer	1,040.00
Paycheck	04/04/2025		Direct Deposit	Insurance Benefits	-992.00
Paycheck	04/04/2025		Direct Deposit	Payroll Liabilities	580.85
Paycheck	04/04/2025		Direct Deposit	5400 · Lieutenant of Operations	3,861.87
Paycheck	04/04/2025		Direct Deposit	5500 · Duty Officer	1,300.00

WILLIAMS RFPD
Disbursement Voucher

Type	Date	Name	Memo	Account	Paid Amount
Paycheck	04/04/2025		Direct Deposit	Insurance Benefits	-205.00
Paycheck	04/04/2025		Direct Deposit	Payroll Liabilities	687.61
Paycheck	04/04/2025		Direct Deposit	OSFM Fire Prevention Officer	3,163.33
Paycheck	04/04/2025		Direct Deposit	OSFM Fire Prevention Officer	66.35
Paycheck	04/04/2025		Direct Deposit	Payroll Liabilities	327.86
Paycheck	04/04/2025		Direct Deposit	OSFM Firefighter	3,256.93
Paycheck	04/04/2025		Direct Deposit	OSFM Firefighter	47.83
Paycheck	04/04/2025		Direct Deposit	Insurance Benefits	-205.00
Paycheck	04/04/2025		Direct Deposit	Payroll Liabilities	432.86
Credit Card Charge	04/04/2025	Sierra Springs - Mt. Shasta Spring Water		Kitchen	70.29
Credit Card Charge	04/06/2025	Starlink		Internet Expense	120.00
Bill	04/07/2025	Ziply Fiber		Telephone Expense	223.58
Bill	04/07/2025	Ziply Fiber		Special Circuit	91.79
Credit Card Charge	04/09/2025	Steve's Mobile Auto Repair	Generator Repair	0700 Small Equip. Maintenance	465.00
Credit Card Charge	04/09/2025	uAttend Time Clock		4000 - Associated Personnel Costs	27.00
Credit Card Charge	04/10/2025	Southern Oregon Sanitation		Garbage Expense	68.12
Credit Card Charge	04/10/2025	Provolt Store	Team Teaching Lunch	1100 Miscellaneous	13.35
Credit Card Charge	04/12/2025	Zoom Video Communications		0400 Dues & Fees	25.99
Credit Card Charge	04/15/2025	Country Village	Dispatcher Gift Basket	1100 Miscellaneous	55.21
Credit Card Charge	04/17/2025	SonoHealth	Oximeter	0600 EMS Supplies	39.00
Credit Card Charge	04/17/2025	Williams Country Store	Chipper Fuel	Gas	36.25
Credit Card Charge	04/17/2025	Williams Country Store	Chipper Fuel	Gas	46.27
Bill	04/18/2025	Williams Country Store	Fuel	1200 Fuel	176.32
Bill	04/18/2025	Williams Country Store	Coffee	Kitchen	172.75
Bill	04/18/2025	US Cellular		Department Cell Phone	187.80
Bill	04/18/2025	US Cellular		Vehicle	74.37
Bill	04/18/2025	City of Grants Pass		Dispatch	330.08
Bill	04/18/2025	Williams Country Store	Water, Coffee	Kitchen	559.50
Bill	04/18/2025	Williams Country Store	Coffee, Creamer	Kitchen	89.50
Bill	04/18/2025	Williams Country Store	Coffee	Kitchen	114.50
Bill	04/18/2025	Williams Country Store	Coffee	Kitchen	96.50
Bill	04/18/2025	Carson	446 Gal	Gas	1,627.06
Bill	04/18/2025	L.N. Curtis & Sons	Mako Service	0700 Small Equip. Maintenance	1,974.00
Bill	04/18/2025	DSL Investigation	Background	1450 - Professional Fees/Consultants	450.00
Bill	04/18/2025	Tops & Tees LLC	Hats, Shirts, Jackets	2300 Uniforms	1,337.30
Bill	04/18/2025	Dixie EMS	Glucose Meter	0600 EMS Supplies	39.83
Credit Card Charge	04/18/2025	Bound Tree Medical	Medical Supplies	0600 EMS Supplies	84.25
Credit Card Charge	04/18/2025	Amazon.com	Batteries	0900 Fire Equipment/Supplies	29.97
Credit Card Charge	04/19/2025	Amazon.com	Batteries	0900 Fire Equipment/Supplies	29.97
Credit Card Charge	04/19/2025	Instalnk	Ink	Ink	13.99
Credit Card Charge	04/22/2025	Instalnk	Ink	Ink	27.99
					<u>44,504.93</u>

Apr 25

WILLIAMS RURAL FIRE PROTECTION DISTRICT
Regular Board Meeting Minutes
May 13, 2025

Call to Order: 10:03am

Roll Call:

Board Members Present

Position 1 – Heather Glass

Position 2 – Brian Barton

Position 3 – Claudia Pratt

Position 4 – Bill Ertel

Position 5 – David Applegate

Williams Staff Present

Interim Fire Chief – Nicco Holt

Fire Marshall- Jon Scaroni

Lieutenant- Oskar Sundell

Community Coordinator- Ash Martell

FF- Charles Hooperlee

Public Presence:

Applegate Finance- Tallie Jackson

Zoom Attendees:

IV Fire Chief John Holmes

Announcements:

Approval of Prior Board Meeting Minutes:

- A motion was made by Claudia Pratt to approve April 8, 2024, Regular Board Meeting Minutes, along with April 29, 2025 special and executive meeting minutes. The motion was seconded by David Applegate with corrections. (min)

Discussion:

none

- ‡ Heather Glass – Aye
- ‡ Brian Barton – Aye
- ‡ Claudia Pratt – Aye
- ‡ Bill Ertel – Aye
- ‡ David Applegate – Aye

➤ The motion was approved 5 ayes.

Chief's Report (Given by Interim Chief Nicco Holt):

The report was given out electronically to the Board for review before the meeting. Members asked questions and received input on the topics of the report.

Operations Report – Lt. Sundell:

Lt. Sundell's report was provided electronically to the Board for review before the meeting. Members asked questions and received input on the topics of the report

District Fire Marshal Report:

The report was given out at the meeting for review. Members asked questions and received input on the topics of the report.

Community Relations Coordinator Report:

The report was given out electronically to the Board for review before the meeting. Members asked questions and received input on the topics of the report.

Firefighter Input

Nothing to Report

Unfinished Business:

Five Year Plan: Bill is checking to see if he has the final and signed copy.

Fire Chief Update:

There is still an application online and anyone can still send in an application.

There is a joint meeting with Applegate on May 22nd at 4pm at Pacifica main hall to discuss some collaboration ideas.

Showers

Nothing new to report

A resolution was made to accept the 24/25 budget with local and option levy tax rates. (1 hour 37min) The motion was made by Heather Glass and seconded by David Applegate.

Discussion:

none

Heather Glass – Aye
Brian Barton – Aye
Claudia Pratt – Aye
Bill Ertel – Aye
David Applegate – Aye

➤ The motion was approved 5 ayes.

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- A motion was made by Claudia Pratt to bonus Nicco Holt and Tallie Jackson \$800 to be shared for an outstanding job done on the budget. Seconded by Heather Glass (1 hour 40 minutes)

Discussion:

Thanks for the hard work.

↓ Heather Glass – Aye
↓ Brian Barton – Aye
↓ Claudia Pratt – Aye
↓ Bill Ertel – Aye
↓ David Applegate – Aye

➤ The motion was approved 5 ayes.

Bill brought up how a couple of people have had some issues with their emails and other log on issues. David still needs to get his fixed and all others should be fixed.

Treasurer's Report:

Treasurer reports were reviewed by the board members. Any questions about revenue and expenses for the previous month's expenses previously distributed electronically were discussed. Items of review in the financial reports included spending on district credit cards, payroll, regular monthly bills, employee benefits package, station maintenance/repairs items, donations, grants, and reimbursements.

Each of the reports reviewed included:

- District credit cards
- The Umpqua Bank Account
- Profit and Loss Statements

Discussion: There were inquiries about transactions, reports, and discussions. Nicco and Tallie were able to provide answers.

Public/Volunteer Input:

Applegate is having a pancake breakfast on Saturday,

Meeting Adjourned: 10:59am

Respectfully,

Heather Glass, Board Chairperson

COMPARISON TAX REVENUES – JOCO RURAL FIRE DISDRICTS

HEATHER'S
COPY

DISTRICT	A-VALUE	P-RATE	L-OPTION	BOND	E-PERM	E-LOCAL	TOTAL
APPLEG	75,045,000	1.67	1.05		11,414	67,947	212,000
IV	767,045,000	1.87	0.50	6.5	1,434,000	363,505	1,973,027
WRFPD	215,000	1.05	0.05		227709	140,000	369,004
WOLF C	45,028	2.18			94,082	000,000	94,027