

WILLIAMS RURAL FIRE PROTECTION DISTRICT
Regular Board Meeting Minutes
September 9, 2025

Call to Order: 10:05am

Roll Call:

Board Members Present

Position 1 – Heather Glass

Position 2 – Brian Barton

Position 3 – Jim Krios

Position 4 – Bill Ertel

Position 5 – David Applegate

Williams Staff Present

Fire Chief – Nicco Holt

Fire Marshall- Jon Scaroni

Lieutenant- Oskar Sundell

Community Coordinator- Ash Martell

Public Presence:

Applegate Finance- Tallie Jackson

Applegate Fire Chief- Chris Wolfard

Community- Claudia Pratt

Zoom Attendees:

None

Announcements:

Bill announced there are two openings for the sheriff advisory committee. They would like someone from Wolf Creek and IV area.

Brian said there will be a commissioner meeting by Blech at the library Wednesday the 10th at 6pm.

Nicco announced high fire danger starts tomorrow.

Approval of Prior Board Meeting Minutes:

- A motion was made by David Applegate to approve August 12, 2025 executive and regular meeting minutes. The motion was seconded by Brian Barton.

Discussion:

The AI report that was generated by Zoom was discussed. No one really like the AI version so we decided to stay with what we are doing now.

- ✚ Heather Glass – Aye
- ✚ Brian Barton – Aye
- ✚ Jim Krois – Aye
- ✚ Bill Ertel – Aye
- ✚ David Applegate – Aye

- The motion was approved 5 ayes.
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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.

Chair’s Report

Asked about if everyone completed the Vector training for Reviews.

Talked about attending the board training in Klamath.

Safety deposit box file was handed over to Nicco and he will make copies and we can put it back.

Firefighter Input

none

Unfinished Business:

Admin Assist:

Chief Wolfard updated that we hope to have someone in place by December 1st.

Old Station/Museum:

- A motion was made by Heather Glass to approve proposal for \$3500 to fix the roof and entrance of old fire station on the north side. The motion was seconded by Bill Ertel.

Discussion:

An estimate would replace floor and flashing. Extending the roof point to keep it from getting water. Rough estimate \$2786. It was discussed whether we have the money to make the improvements.

✚ Heather Glass – Aye

✚ Brian Barton – Aye

✚ Jim Krois – Aye

✚ Bill Ertel – Aye

✚ David Applegate – Aye

- The motion was approved 5 ayes.
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New Business:

Grant Report

- A motion was made by Bill Ertel to formally adopt the Grant Admin Report for it to be updated every month. The motion was seconded by Heather Glass.

Discussion:

This is a report we used to utilize. It was discussed if we would like to see this report again.

- ✚ Heather Glass – Aye
- ✚ Brian Barton – Aye
- ✚ Jim Krois – Aye
- ✚ Bill Ertel – Aye
- ✚ David Applegate – Aye

➤ The motion was approved 5 ayes,

Internal Controls

- A motion was made by Heather Glass to approve the internal controls with updated names. The motion was seconded by Brian Barton.

Discussion:

Bill discussed how we needed to update the names on the report for bank accounts with check signers to reflect new names.

- ✚ Heather Glass – Aye
- ✚ Brian Barton – Aye
- ✚ Jim Krois – Aye
- ✚ Bill Ertel – Aye
- ✚ David Applegate – Aye

➤ The motion was approved 5 ayes,

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.

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

Public/Volunteer Input:

Claudia asked if the internal controls would be put on the website.

Applegater is looking for new board members.

Bill talked about how great Coffee with the Chief is and appreciates our little fire station.

Meeting Adjourned: 11:20pm

Respectfully,

Heather Glass

Heather Glass, Board Chairperson