



# Wolf Creek Rural Fire District

P.O. Box 1, Wolf Creek, OR 97497 541-866-2584

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## Regular Board Meeting

**Wednesday October 16, 2024, at 6:00 PM**

**100 Railroad Ave (Civics Association Building)**

**Wolf Creek, OR**

**The public is invited.**

### Agenda

Please silence all cell phones and hold all comments & questions until the end of the meeting.

1. Approval of previous meeting minutes.
2. Finance report & approval.
3. Correspondence.

### Ongoing Business

1. Chief's Report.
2. Status of Station 1 seismic retrofit & hazmat remediation.
3. Status of 120 McIntosh Ln. sale.

### New Business

1. Change of District website domain and new emails.

### Public Comments or Questions

Good of the Order

Next Regular Board Meeting, Wednesday November 20, 2024, at 6:00 PM

Adjournment

For questions or comments, please submit such in writing or E-Mail to

[WCRFPDBoard@gmail.com](mailto:WCRFPDBoard@gmail.com) or [wcfire.office@gmail.com](mailto:wcfire.office@gmail.com), no later than 3:00 PM the third Wednesday of the month.

# Wolf Creek Rural Fire Protection District

**September 18, 2024**

**Board members present:** Dave Clark, Dale Bloom, Mark Moen, Bob Stumbo, Tom Barber

**Firefighters/Staff present:** Brian Carlton

**Public present:** Jane Moen, Cherie Bloom

Call to order 6:03pm phones on silent

Bob motion to accept August and September 6 minutes, Dave second, approve unanimously

Expense report, no reimbursement from grants, regular budget, Dave motion to accept, Dale second, pass unanimously

Chief report, Bill is deployed to a fire in LaPine, Brian is signed up for skidd training at Expo

Dave report on building, footings should be poured, then slab, then 3 weeks later construction will begin. Sale of property, all papers are signed.

Meeting adjourned 6:15pm

Next meeting October 16, 2024

Tom Barber

Secretary



October 10, 2024

To: Wolf Creek RFPD Board  
Re: Month End Reports

Included are the September 2024 reports for WC RFPD.

1. Statement of Activities
2. Statement of Activities Budget vs. Actual
3. Transaction Detail Report
4. Bank Statements:
  - a. Umpqua Checking
  - b. LGIP

**Note:** The McIntosh lot was sold in September 2024 for \$20,250.00. The original purchase price was \$19,100.00. The asset was removed from the Statement of Financial Position when it was sold and the \$1,150.00 gain on the sale was recorded in Other Income.

Below are the bank balances as of 09/30/2024. All statements are reconciled.

Umpqua Checking	\$ 40,421.44
Umpqua Savings	\$ 260.50
Oregon LGIP	\$ 279,286.55
<b>Total</b>	<b>\$ 319,968.49</b>

If there is any other information required, please feel free to contact me.

Regards,

*Cindy Hill*

Cindy Hill, Bookkeeper

**Wolf Creek RFPD**  
**Transaction Detail Report**  
September 2024

<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Class</u>	<u>Paid Amount</u>
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
<b>41000 · Local Gov't Inv Pool-LGIP</b>				
<b>41001 · Permanent Rate</b>				
09/16/2024	Josephine County Treasurer	Deposit	General F...	302.40
Total 41001 · Permanent Rate				302.40
<b>41009 · Interest</b>				
09/16/2024	Josephine County Treasurer	Deposit	General F...	1.34
09/30/2024	Oregon LGIP	Interest	General F...	1,112.26
Total 41009 · Interest				1,113.60
Total 41000 · Local Gov't Inv Pool-LGIP				1,416.00
<b>41120 · Grants</b>				
<b>41121 · Seismic Grant (Reimb)</b>				
09/19/2024	OR Business Development	Seismic Reimb	Seismic	195,088.00
Total 41121 · Seismic Grant (Reimb)				195,088.00
<b>41122 · Hazmat Grant (Reimb)</b>				
09/26/2024	OR Business Development	Hazmat Reimb	HazMat	70,031.00
Total 41122 · Hazmat Grant (Reimb)				70,031.00
Total 41120 · Grants				265,119.00
Total Income				266,535.00
Gross Profit				266,535.00
<b>Expense</b>				
<b>61000 · MATERIALS &amp; SERVICES</b>				
<b>61010 · Apparatus Maint &amp; Repair</b>				
<b>5951 · Ford SUV-Command</b>				
09/26/2024	O'Reilly Auto Parts	Rear wiper blade	General F...	12.99
Total 5951 · Ford SUV-Command				12.99
Total 61010 · Apparatus Maint & Repair				12.99
<b>61020 · Building Maintenance &amp; Repair</b>				
09/03/2024	Home Depot	Combo lock for front gate	General F...	25.48
09/05/2024	Appliance & Mower Center	Dryer door switch repair	General F...	21.99
Total 61020 · Building Maintenance & Repair				47.47
<b>61040 · Dues, Fees, Elections, Subscrip</b>				
09/03/2024	Oregon LGIP	Aug redemption fee	General F...	0.10
09/06/2024	SAIF	Interest Inv 1001685092	General F...	9.37

**Wolf Creek RFPD**  
**Transaction Detail Report**  
**September 2024**

<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Class</u>	<u>Paid Amount</u>
09/20/2024	Umpqua Bank	Bill pay fees	General F...	5.95
09/30/2024	Umpqua Bank	Incoming wire fee	General F...	15.00
Total 61040 · Dues, Fees, Elections, Subscrip				30.42
<b>61050 · 911 Services</b>				
09/10/2024	Century Link	Radio Tie Line	General F...	53.00
Total 61050 · 911 Services				53.00
<b>61070 · Equipment Maint &amp; Testing</b>				
09/04/2024	Home Depot	Handles for cribbing	General F...	9.97
09/09/2024	Costco	Batteries for equipment	General F...	18.99
Total 61070 · Equipment Maint & Testing				28.96
<b>61090 · Fire Fighting Supplies</b>				
09/06/2024	Winco	Cat litter for oil absorbent, bottled water for...	General F...	43.38
Total 61090 · Fire Fighting Supplies				43.38
<b>61110 · Fuel</b>				
09/10/2024	Carson Woodbury	Monthly billing	General F...	214.46
Total 61110 · Fuel				214.46
<b>61143 · Accounting</b>				
09/19/2024	Randy K Jentzsch CPA	Inv 12959 BKKG \$400 PR \$250	General F...	650.00
Total 61143 · Accounting				650.00
<b>61150 · Station Supplies</b>				
09/30/2024		Ink reimburse to B. Carlton	General F...	43.99
Total 61150 · Station Supplies				43.99
<b>61190 · Utilities</b>				
09/04/2024	SO Sanitation	Garbage	General F...	47.89
09/06/2024	SOS Alarm	Utilities	General F...	144.40
09/16/2024	Hunter Communication	Utilities	General F...	152.73
09/18/2024	Pacific Power	Stations & H2O tanks	General F...	177.77
Total 61190 · Utilities				522.79
Total 61000 · MATERIALS & SERVICES				1,647.46
<b>70000 · PERSONNEL SERVICES</b>				
<b>700010 · Fire Chief Salary</b>				
09/30/2024		Atchley	General F...	2,000.00
Total 700010 · Fire Chief Salary				2,000.00

**Wolf Creek RFPD**  
**Transaction Detail Report**  
**September 2024**

<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Class</u>	<u>Paid Amount</u>
<b>700050 · Workman's Comp</b>				
09/06/2024	SAIF	Inv 1001685092	General F...	936.83
	Total 700050 · Workman's Comp			936.83
<b>700060 · Payroll Taxes - Employer</b>				
09/30/2024		Atchley	General F...	171.00
	Total 700060 · Payroll Taxes - Employer			171.00
	Total 70000 · PERSONNEL SERVICES			3,107.83
	Total Expense			4,755.29
	Net Ordinary Income			261,779.71
<b>Other Income/Expense</b>				
<b>Other Income</b>				
<b>73000 · Sale of Property</b>				
09/30/2024		Profit on Sale of 120 McIntosh	General F...	1,150.00
	Total 73000 · Sale of Property			1,150.00
	Total Other Income			1,150.00
<b>Other Expense</b>				
<b>74000 · GRANTS (non budgeted)</b>				
<b>74010 · OSFM Staffing</b>				
09/30/2024		B. Carlton	Staffing	3,686.88
09/30/2024		B. Carlton ER Taxes	Staffing	315.23
09/30/2024		G. Eastin	Staffing	1,062.50
09/30/2024		G. Eastin	Staffing	90.85
	Total 74010 · OSFM Staffing			5,155.46
	Total 74000 · GRANTS (non budgeted)			5,155.46
<b>75000 · SEISMIC GRANT</b>				
<b>75020 · Architecture &amp; Engineering</b>				
09/19/2024	ZCS Engineering, Inc.	Inv 39491 & 39635	Seismic	13,831.75
	Total 75020 · Architecture & Engineering			13,831.75
<b>75030 · Construction</b>				
09/27/2024	Vitus Construction	WIP Pymt 07.31.24	Seismic	169,734.60
	Total 75030 · Construction			169,734.60
<b>75040 · Relocation</b>				
09/09/2024	Secure Space Storage LLC	Inv 8213	Seismic	120.00

**Wolf Creek RFPD**  
**Transaction Detail Report**  
September 2024

<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Class</u>	<u>Paid Amount</u>
Total 75040 · Relocation				120.00
Total 75000 · SEISMIC GRANT				183,686.35
<b>76000 · HAZMAT GRANT</b>				
<b>76010 · Management</b>				
09/19/2024	A&M Engineering	Inv 15782	HazMat	510.00
Total 76010 · Management				510.00
<b>76020 · Site Assessment</b>				
09/19/2024	A&M Engineering	Inv 15782	HazMat	10,430.12
Total 76020 · Site Assessment				10,430.12
Total 76000 · HAZMAT GRANT				10,940.12
Total Other Expense				199,781.93
Net Other Income				-198,631.93
<b>Net Income</b>				<b>63,147.78</b>

10/10/24

Cash Basis

## Wolf Creek RFPD Statement of Activities September 2024

	General Fund	HazMat	Seismic	Staffing	TOTAL
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
41000 · Local Gov't Inv Pool-LGIP					
41001 · Permanent Rate	302.40	0.00	0.00	0.00	302.40
41009 · Interest	1,113.60	0.00	0.00	0.00	1,113.60
<b>Total 41000 · Local Gov't Inv Pool-LGIP</b>	<b>1,416.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,416.00</b>
41120 · Grants					
41121 · Seismic Grant (Reimb)	0.00	0.00	195,088.00	0.00	195,088.00
41122 · Hazmat Grant (Reimb)	0.00	70,031.00	0.00	0.00	70,031.00
<b>Total 41120 · Grants</b>	<b>0.00</b>	<b>70,031.00</b>	<b>195,088.00</b>	<b>0.00</b>	<b>265,119.00</b>
<b>Total Income</b>	<b>1,416.00</b>	<b>70,031.00</b>	<b>195,088.00</b>	<b>0.00</b>	<b>266,535.00</b>
<b>Gross Profit</b>	<b>1,416.00</b>	<b>70,031.00</b>	<b>195,088.00</b>	<b>0.00</b>	<b>266,535.00</b>
<b>Expense</b>					
61000 · MATERIALS & SERVICES					
61010 · Apparatus Maint & Repair					
5951 · Ford SUV-Command	12.99	0.00	0.00	0.00	12.99
<b>Total 61010 · Apparatus Maint &amp; Repair</b>	<b>12.99</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>12.99</b>
61020 · Building Maintenance & Repair	47.47	0.00	0.00	0.00	47.47
61040 · Dues, Fees, Elections, Subscrip	30.42	0.00	0.00	0.00	30.42
61050 · 911 Services	53.00	0.00	0.00	0.00	53.00
61070 · Equipment Maint & Testing	28.96	0.00	0.00	0.00	28.96
61090 · Fire Fighting Supplies	43.38	0.00	0.00	0.00	43.38
61110 · Fuel	214.46	0.00	0.00	0.00	214.46
61143 · Accounting	650.00	0.00	0.00	0.00	650.00
61150 · Station Supplies	43.99	0.00	0.00	0.00	43.99
61190 · Utilities	522.79	0.00	0.00	0.00	522.79
<b>Total 61000 · MATERIALS &amp; SERVICES</b>	<b>1,647.46</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,647.46</b>
70000 · PERSONNEL SERVICES					
700010 · Fire Chief Salary	2,000.00	0.00	0.00	0.00	2,000.00
700050 · Workman's Comp	936.83	0.00	0.00	0.00	936.83
700060 · Payroll Taxes - Employer	171.00	0.00	0.00	0.00	171.00
<b>Total 70000 · PERSONNEL SERVICES</b>	<b>3,107.83</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>3,107.83</b>
<b>Total Expense</b>	<b>4,755.29</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>4,755.29</b>
<b>Net Ordinary Income</b>	<b>-3,339.29</b>	<b>70,031.00</b>	<b>195,088.00</b>	<b>0.00</b>	<b>261,779.71</b>
<b>Other Income/Expense</b>					
<b>Other Income</b>					
73000 · Sale of Property	1,150.00	0.00	0.00	0.00	1,150.00
<b>Total Other Income</b>	<b>1,150.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,150.00</b>
<b>Other Expense</b>					
74000 · GRANTS (non budgeted)					
74010 · OSFM Staffing	0.00	0.00	0.00	5,155.46	5,155.46



**Wolf Creek RFPD**  
**Statement of Activities**  
**September 2024**

10/10/24

Cash Basis

	General Fund	HazMat	Seismic	Staffing	TOTAL
<b>Total 74000 · GRANTS (non budgeted)</b>	0.00	0.00	0.00	5,155.46	5,155.46
<b>75000 · SEISMIC GRANT</b>					
75020 · Architecture & Engineering	0.00	0.00	13,831.75	0.00	13,831.75
75030 · Construction	0.00	0.00	169,734.60	0.00	169,734.60
75040 · Relocation	0.00	0.00	120.00	0.00	120.00
<b>Total 75000 · SEISMIC GRANT</b>	0.00	0.00	183,686.35	0.00	183,686.35
<b>76000 · HAZMAT GRANT</b>					
76010 · Management	0.00	510.00	0.00	0.00	510.00
76020 · Site Assessment	0.00	10,430.12	0.00	0.00	10,430.12
<b>Total 76000 · HAZMAT GRANT</b>	0.00	10,940.12	0.00	0.00	10,940.12
<b>Total Other Expense</b>	0.00	10,940.12	183,686.35	5,155.46	199,781.93
<b>Net Other Income</b>	1,150.00	-10,940.12	-183,686.35	-5,155.46	-198,631.93
<b>Net Income</b>	<b>-2,189.29</b>	<b>59,090.88</b>	<b>11,401.65</b>	<b>-5,155.46</b>	<b>63,147.78</b>

10/10/24

Cash Basis

## Wolf Creek RFPD Statement of Activities Budget vs. Actual July 2024 through June 2025

	Jul '24 - Jun 25	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
41000 · Local Gov't Inv Pool-LGIP				
41001 · Permanent Rate	1,484.75	105,153.00	-103,668.25	1.4%
41009 · Interest	3,238.77	7,500.00	-4,261.23	43.2%
<b>Total 41000 · Local Gov't Inv Pool-LGIP</b>	<b>4,723.52</b>	<b>112,653.00</b>	<b>-107,929.48</b>	<b>4.2%</b>
41120 · Grants				
41121 · Seismic Grant (Reimb)	195,088.00	1,562,757.00	-1,367,669.00	12.5%
41122 · Hazmat Grant (Reimb)	70,031.00	203,559.00	-133,528.00	34.4%
<b>Total 41120 · Grants</b>	<b>265,119.00</b>	<b>1,766,316.00</b>	<b>-1,501,197.00</b>	<b>15.0%</b>
41230 · Surplus Equipment	200.00	50,000.00	-49,800.00	0.4%
43060 · Other Tax Income	187.90			
<b>Total Income</b>	<b>270,230.42</b>	<b>1,928,969.00</b>	<b>-1,658,738.58</b>	<b>14.0%</b>
<b>Gross Profit</b>	<b>270,230.42</b>	<b>1,928,969.00</b>	<b>-1,658,738.58</b>	<b>14.0%</b>
<b>Expense</b>				
<b>61000 · MATERIALS &amp; SERVICES</b>				
61010 · Apparatus Maint & Repair				
0001 · General Repairs	9.96			
5951 · Ford SUV-Command	12.99			
5961 · 2006 Ford Wildland	458.28			
61010 · Apparatus Maint & Repair - Other	0.00	7,500.00	-7,500.00	0.0%
<b>Total 61010 · Apparatus Maint &amp; Repair</b>	<b>481.23</b>	<b>7,500.00</b>	<b>-7,018.77</b>	<b>6.4%</b>
61020 · Building Maintenance & Repair	47.47	3,000.00	-2,952.53	1.6%
61030 · Communications	0.00	3,000.00	-3,000.00	0.0%
61040 · Dues, Fees, Elections, Subscrip	-7.43	2,000.00	-2,007.43	-0.4%
61050 · 911 Services	3,359.00	4,000.00	-641.00	84.0%
61060 · EMS Supplies	0.00	1,000.00	-1,000.00	0.0%
61070 · Equipment Maint & Testing	182.47	5,000.00	-4,817.53	3.6%
61090 · Fire Fighting Supplies	100.32	1,000.00	-899.68	10.0%
61100 · Fire Suppression Equipment	0.00	10,000.00	-10,000.00	0.0%
61110 · Fuel	1,033.58	6,000.00	-4,966.42	17.2%
61130 · Insurance	100.00	18,800.00	-18,700.00	0.5%
61140 · Legal	430.80	2,000.00	-1,569.20	21.5%
61143 · Accounting	1,950.00	9,800.00	-7,850.00	19.9%
61150 · Station Supplies	43.99	2,000.00	-1,956.01	2.2%
61154 · Information Technology (IT)	0.00	5,000.00	-5,000.00	0.0%
61160 · PPE / Uniforms	215.00	6,000.00	-5,785.00	3.6%
61170 · Public Relations / Donations	0.00	500.00	-500.00	0.0%
61172 · Fire Prevention	0.00	1,000.00	-1,000.00	0.0%
61180 · Training	0.00	5,000.00	-5,000.00	0.0%
61190 · Utilities	2,124.46	8,000.00	-5,875.54	26.6%
61220 · Water Supply Maintenance	0.00	1,000.00	-1,000.00	0.0%
61230 · SCBA	0.00	3,000.00	-3,000.00	0.0%
61250 · Miscellaneous	0.00	5,000.00	-5,000.00	0.0%
<b>Total 61000 · MATERIALS &amp; SERVICES</b>	<b>10,060.89</b>	<b>109,600.00</b>	<b>-99,539.11</b>	<b>9.2%</b>
<b>70000 · PERSONNEL SERVICES</b>				
700010 · Fire Chief Salary	6,000.00	51,200.00	-45,200.00	11.7%

10/10/24

Cash Basis

**Wolf Creek RFPD**  
**Statement of Activities Budget vs. Actual**  
**July 2024 through June 2025**

	Jul '24 - Jun 25	Budget	\$ Over Budget	% of Budget
700050 · Workman's Comp	1,616.51	3,000.00	-1,383.49	53.9%
700060 · Payroll Taxes - Employer	513.00	4,391.00	-3,878.00	11.7%
700070 · Personnel Costs	0.00	2,000.00	-2,000.00	0.0%
700080 · Volunteer Reimbursement	0.00	5,000.00	-5,000.00	0.0%
<b>Total 70000 · PERSONNEL SERVICES</b>	<b>8,129.51</b>	<b>65,591.00</b>	<b>-57,461.49</b>	<b>12.4%</b>
<b>71000 · CAPITAL OUTLAY</b>				
71001 · Computers / IT Equipment	0.00	6,000.00	-6,000.00	0.0%
71002 · Radios	0.00	7,500.00	-7,500.00	0.0%
71003 · Apparatus Replacement	0.00	69,000.00	-69,000.00	0.0%
71004 · Fire Station Improvements	8,055.37	100,000.00	-91,944.63	8.1%
71005 · SCBA's	0.00	5,000.00	-5,000.00	0.0%
<b>Total 71000 · CAPITAL OUTLAY</b>	<b>8,055.37</b>	<b>187,500.00</b>	<b>-179,444.63</b>	<b>4.3%</b>
<b>Total Expense</b>	<b>26,245.77</b>	<b>362,691.00</b>	<b>-336,445.23</b>	<b>7.2%</b>
<b>Net Ordinary Income</b>	<b>243,984.65</b>	<b>1,566,278.00</b>	<b>-1,322,293.35</b>	<b>15.6%</b>
<b>Other Income/Expense</b>				
<b>Other Income</b>				
73000 · Sale of Property	1,150.00			
<b>Total Other Income</b>	<b>1,150.00</b>			
<b>Other Expense</b>				
<b>72000 · CONTINGENCIES</b>				
72002 · Uncategorized Expenses	0.00	30,000.00	-30,000.00	0.0%
<b>Total 72000 · CONTINGENCIES</b>	<b>0.00</b>	<b>30,000.00</b>	<b>-30,000.00</b>	<b>0.0%</b>
<b>74000 · GRANTS (non budgeted)</b>				
74010 · OSFM Staffing	12,986.67	31,309.00	-18,322.33	41.5%
<b>Total 74000 · GRANTS (non budgeted)</b>	<b>12,986.67</b>	<b>31,309.00</b>	<b>-18,322.33</b>	<b>41.5%</b>
<b>75000 · SEISMIC GRANT</b>				
75020 · Architecture & Engineering	28,191.75			
75030 · Construction	169,734.60			
75040 · Relocation	360.00			
75000 · SEISMIC GRANT - Other	0.00	1,562,757.00	-1,562,757.00	0.0%
<b>Total 75000 · SEISMIC GRANT</b>	<b>198,286.35</b>	<b>1,562,757.00</b>	<b>-1,364,470.65</b>	<b>12.7%</b>
<b>76000 · HAZMAT GRANT</b>				
76010 · Management	2,037.50			
76020 · Site Assessment	19,183.73			
76000 · HAZMAT GRANT - Other	0.00	203,559.00	-203,559.00	0.0%
<b>Total 76000 · HAZMAT GRANT</b>	<b>21,221.23</b>	<b>203,559.00</b>	<b>-182,337.77</b>	<b>10.4%</b>
<b>Total Other Expense</b>	<b>232,494.25</b>	<b>1,827,625.00</b>	<b>-1,595,130.75</b>	<b>12.7%</b>
<b>Net Other Income</b>	<b>-231,344.25</b>	<b>-1,827,625.00</b>	<b>1,596,280.75</b>	<b>12.7%</b>
<b>Net Income</b>	<b>12,640.40</b>	<b>-261,347.00</b>	<b>273,987.40</b>	<b>-4.8%</b>