

DUNDEE RURAL FIRE PROTECTION DISTRICT

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AGENDA : January 7th, 2018

- (1) Call to order
- (2) Roll call
- (3) Approval of agenda with flexibility
- (4) Review and approval of the December's minutes
- (5) Treasurer's Report:

Reconciled with US Bank statement _12-31-18_ with balance of \$147,662.25

After today's checks balance is **\$129,642.14**

	Code	Check#	Description	Expense	Income	Balance
Print Date Jan, 02, 2019			\$122,785.90	221,027.92	227,884.16	129,642.14
			Starting Balance \$122785.9			122,785.90
12/4/2018	Contract v	1052	City of Dundee Contract Payment	74,058.02		123,317.74
12/14/2018	Tax		Yamhill County Check #12493741		23,299.19	146,616.93
12/17/2018	Tax		Yamhill County Check #12493913		1,044.14	147,661.07
12/31/2018	Interest U		Interest US Bank		1.18	147,662.25
1/7/2019	Contract v	1053	City of Dundee Contract Payment	13,430.11		134,232.14
1/7/2019	Audit/ Cle	1054	Pauly, Rogers and Co.,PC	4,550.00		129,682.14
1/7/2019	Audit/ Cle	1055	Oregon Sect of St Audit Div	40.00		129,642.14

It was noticed while reviewing the ledgers after the December meeting that the amount paid to the city for contracts and the amount owed to city for contracts was off by \$3.63. The error was traced to the transposition of numbers when writing the check. Check #1051 was written for \$182.62. It should have been \$186.25. If you recall, this was the check that held back \$8.13 from contract payment since it was categorized as misc income from the sale of surplus property which turned out to be the sale of foreclosed property, and \$16.07 was held back due to differences in 2018 presumed bond rate and actual bond rate posted in the fall. Our check today to the city has \$3.63 added for the correction.

- CD coming due at US Bank February 16th for just over \$10,000
- Treasurer would like to move \$25,000 from US bank Checking to the LGIP

(6) Old business -

- Audit review documents to Pauly, Rogers and Co were delivered on 12-5-18

(7) New Business

- Discussion with Chief stock on financial impact of additional brush rig.
- Discussion of Adding Debt Service Account with LGIP

(8) Announcements:

- SDAO Best Practice survey and insurance credits: email sent 12-8-18 to Don and Jim. Dan filled out the Best Practices survey online and spoke with Krista Maerz of Hagen Hamilton Insurance on 12-19-18.
- Completed the MD & A (**MANAGEMENT'S DISCUSSION AND ANALYSIS**) for Pauly Roger and sent it to them. They finished the audit review and they submitted to the Secretary of State's office. We received 5 bound copies and one unbound copy of the audit review. Pauly, Rogers sent required documents to the SOS. Bill of \$4,550 due to Pauly Rogers, plus \$40 filling fee to the SOS Division of Audits office.
- Talked to the MSRB and finally got Herb Kuhn removed from the site and Don and Dan put on for the bond disclosure documents.
- Contacted the county clerk Derrick Wharff and county treasurer regarding the sale of surplus property and tax interest.

(9) Adjournment