

**North Tongass Fire and EMS Service Area  
Board of Directors  
Agenda**

Regular scheduled meeting to be held 5:30 pm, October 2: , 2015, at the North Tongass  
Volunteer Fire Department Station 8

**Call to Order:**

**Roll Call:**

David Albertson    Teresa Hicks    Ralph Mirsky    Floyd McClellan    Don Westlund

**Public Comments:**

- None Scheduled

**Review and Approval of Agenda and Minutes:**

- Approval of the Agenda
- Approval of the Minutes of the September 22, 2015 Regular Meeting

**Information and Reports:**

- Financial Reports
  - Rev Ex
  - General Ledger
  - Fund Balance
- Chiefs Report
  - New Members and required training
  - South Tongass Contract for Service
  - Damage to Station 8 Driveway
  - Shaker 2016 Exercise
  - Winterization Projects
  - Dr. Ernie Meloche Surgery
- EMS Report
  - Financial Report
  - AED Grant Report
- Membership Association Report
  - Hal's Fundraising Report
  - Trick or Trunk

**Unfinished Business:**

- Station 6 Drive Way
- Fire & EMS Fee
- City of Ward Cove Charter

**New Business:**

- Proposed Changes to due date of Structure Fee

**Department Statistics, per type of call:**

| Type of Call         | Total Calls<br>September<br>2014 | Total Calls<br>September<br>2015 | Total Calls<br>Calendar<br>year<br>2014 | Total Calls<br>Calendar Year<br>to Date<br>2014 | Total Calls<br>Calendar Year to<br>Date<br>2015 |
|----------------------|----------------------------------|----------------------------------|---|---|---|
| Fire                 | 0                                | 1                                | 19                                      | 17  | 7   |
| EMS                  | 9                                | 10                               | 152                                     | 128   | 103   |
| Hazardous Conditions | 0                                | 0                                | 1                                       | 1   | 2   |
| Service              | 0                                | 0                                | 3                                       | 2   | 2   |
| Good Intent          | 2                                | 0                                | 8                                       | 7   | 8   |
| False Alarm          | 0                                | 1                                | 4                                       | 2   | 11  |
| Severe Weather       | 0                                | 0                                | 1                                       | 1   | 1   |
| Total                | 11                               | 12                               | 189                                     | 158   | 134   |

**Date for Next Meeting:**

**Adjournment:**

## Ketchikan Gateway Borough General Ledger Report North Tongass Service Area

| Date  | Trans.    | Journal          | Reference  | Debit Amount | Credit Amount | Balance    |
|---|-----------|------------------|--|--------------|---------------|------------|
| <b>890-90-000-5300</b>                                  |           |                  |  |              |               |            |
| <b>Account: 890-90-000-5300 (TRAVEL &amp; TRAINING)</b> |           |                  |  |              |               |            |
| 7/1/2015  |           |                  | <i>Account Beginning Balance</i>                             |              |               | \$0.00     |
| 8/4/2015  | 21418-241 | Accounts Payable | PWW MEDIA INC-HIPAA Complete compliance package-16203        | \$237.50     |               |            |
| 8/11/2015   | 21446-303 | Accounts Payable | MADISON LUMBER & HAR-Machine bolt, hex nut, flat washer-4    | \$12.70      |               |            |
| 8/11/2015   | 21446-309 | Accounts Payable | MADISON LUMBER & HAR-CMP sleeve-42430-12509                  | \$3.87       |               |            |
| 8/12/2015   | 21446-439 | Accounts Payable | CEDAR VTC-Preventing Sexual Harrassment-42488-#2015-2        | \$73.41      |               |            |
| 8/24/2015   | 21623-79  | Accounts Payable | JERRY KIFFER-Per diem- Hollywood, FL-871083-871083           | \$308.00     |               |            |
| 9/8/2015  | 21738-66  | Accounts Payable | SOUTHEAST FLOORING A-Installation of new cabinets-4262       | \$725.00     |               |            |
| 9/8/2015  | 21738-179 | Accounts Payable | ALASKA AIRLINES, INC-Kiffer- Washington DC-871083-3253133    | \$805.00     |               |            |
| 10/5/2015   | 22033-83  | Accounts Payable | JERRY KIFFER-Hotel reimbursement- Hollywood, FL-871083-871   | \$763.18     |               |            |
| 10/8/2015   | 22041-29  | Accounts Payable | WELLS FARGO PAYMENT -Firehouse Software-Conference regi      | \$1,479.00   |               |            |
| 10/8/2015   | 22041-23  | Accounts Payable | WELLS FARGO PAYMENT -Wayfair- Kitchen sink-16326-16326       | \$506.92     |               |            |
| 10/20/2015  | 22156-17  | Accounts Payable | JERRY KIFFER-Per diem- Anchorage, Ak-871098-871098           | \$240.00     |               |            |
| 10/20/2015  | 22156-19  | Accounts Payable | JESSIE HOOK-Per diem- Anchorage, AK-871099-871099            | \$240.00     |               |            |
| 10/20/2015  | 22156-21  | Accounts Payable | JUSTIN BROWN-Per diem- Anchorage, Ak-871097-871097           | \$240.00     |               |            |
| 10/20/2015  | 22156-23  | Accounts Payable | LONNIE ADAMS-Per diem- Anchorage, AK-871096-871096           | \$240.00     |               |            |
| 10/21/2015  | 22156-123 | Accounts Payable | ALASKA AIRLINES, INC-Hook- Anchorage, AK-871099-3255074      | \$528.70     |               |            |
| 10/21/2015  | 22156-125 | Accounts Payable | ALASKA AIRLINES, INC-Brown- Anchorage, AK-871097-3255074     | \$528.70     |               |            |
| 10/21/2015  | 22156-127 | Accounts Payable | ALASKA AIRLINES, INC-Kiffer- Anchorage, AK-871098-3255074    | \$528.70     |               |            |
|   |           |                  | <i>Account Subtotals</i>                                     | \$7,460.68   | \$0.00        |            |
| 6/30/2016   |           |                  | <i>Account Net Change</i>                                    |              |               | \$7,460.68 |
| 6/30/2016   |           |                  | <i>Account Ending Balance</i>                                |              |               | \$7,460.68 |
| <b>890-90-000-6010</b>                                  |           |                  |  |              |               |            |
| <b>Account: 890-90-000-6010 (SUPPLIES)</b>              |           |                  |  |              |               |            |
| 7/1/2015  |           |                  | <i>Account Beginning Balance</i>                             |              |               | \$0.00     |
| 9/23/2015   | 21881-331 | Accounts Payable | WALMART COMMUNITY-Toilet cleaner, latch box, storage bags, S | \$60.22      |               |            |
|   |           |                  | <i>Account Subtotals</i>                                     | \$60.22      | \$0.00        |            |
| 6/30/2016   |           |                  | <i>Account Net Change</i>                                    |              |               | \$60.22    |
| 6/30/2016   |           |                  | <i>Account Ending Balance</i>                                |              |               | \$60.22    |
| <b>890-90-000-6015</b>                                  |           |                  |  |              |               |            |
| <b>Account: 890-90-000-6015 (BOOKS &amp; SOFTWARE)</b>  |           |                  |  |              |               |            |
| 7/1/2015  |           |                  | <i>Account Beginning Balance</i>                             |              |               | \$0.00     |
| 8/18/2015   | 21539-242 | Accounts Payable | FASTRACK SOFTWARES I-Annual software renewal-42601-16763     | \$1,120.00   |               |            |
| 9/30/2015   | 21935-232 | Accounts Payable | FIREHOUSE SOFTWARE-Firehouse software annual renewal-425     | \$1,975.00   |               |            |

## Ketchikan Gateway Borough General Ledger Report North Tongass Service Area

| Date   | Trans.    | Journal          | Reference   | Debit Amount                     | Credit Amount | Balance    |
|--|-----------|------------------|---|----------------------------------|---------------|------------|
| <b>Account: 890-90-000-6015 (BOOKS &amp; SOFTWARE)</b>           |           |                  |   |                                  |               |            |
|  |           |                  |   | <i>Account Subtotals</i>         | \$3,095.00    | \$0.00     |
| 6/30/2016  |           |                  |   | <i>Account Net Change</i>        |               | \$3,095.00 |
| 6/30/2016  |           |                  |   | <i>Account Ending Balance</i>    |               | \$3,095.00 |
| <b>890-90-000-6070</b>   |           |                  |   |                                  |               |            |
| <b>Account: 890-90-000-6070 (POSTAGE EXPENSE)</b>                |           |                  |   |                                  |               |            |
| 7/1/2015   |           |                  |   | <i>Account Beginning Balance</i> |               | \$0.00     |
| 9/10/2015  | 21738-305 | Accounts Payable | FRONTIER SHIPPING & -Return postage for Zoll Medical-16366- | \$15.20                          |               |            |
| 10/12/2015   | 22109-7   | Accounts Payable | FRONTIER SHIPPING & -Freight-16442-250004                   | \$47.67                          |               |            |
|  |           |                  |   | <i>Account Subtotals</i>         | \$62.87       | \$0.00     |
| 6/30/2016  |           |                  |   | <i>Account Net Change</i>        |               | \$62.87    |
| 6/30/2016  |           |                  |   | <i>Account Ending Balance</i>    |               | \$62.87    |
| <b>890-90-000-6082</b>   |           |                  |   |                                  |               |            |
| <b>Account: 890-90-000-6082 (EMPLOYEE RETENTION/RECRUITMENT)</b> |           |                  |   |                                  |               |            |
| 7/1/2015   |           |                  |   | <i>Account Beginning Balance</i> |               | \$0.00     |
| 9/10/2015  | 21738-307 | Accounts Payable | SIGN PRO-Digital printed signs-16338-3646                   | \$153.30                         |               |            |
| 9/28/2015  | 21935-86  | Accounts Payable | ALASKA MARINE LINES -Signs Direct-16343-362568              | \$64.20                          |               |            |
| 9/30/2015  | 21935-222 | Accounts Payable | LOCAL PAPER, THE-Recruitment ads-16360-12074                | \$200.70                         |               |            |
| 10/7/2015  | 22041-7   | Accounts Payable | WELLS FARGO PAYMENT -Signs Direct- Sign stands-16343-16343  | \$262.78                         |               |            |
| 10/14/2015   | 22109-321 | Accounts Payable | LOCAL PAPER, THE-Classified ad- Recruitment-16360-1509093   | \$21.00                          |               |            |
| 10/14/2015   | 22109-323 | Accounts Payable | LOCAL PAPER, THE-Display ad- Recruitment-16360-12074        | \$18.00                          |               |            |
|  |           |                  |   | <i>Account Subtotals</i>         | \$719.98      | \$0.00     |
| 6/30/2016  |           |                  |   | <i>Account Net Change</i>        |               | \$719.98   |
| 6/30/2016  |           |                  |   | <i>Account Ending Balance</i>    |               | \$719.98   |
| <b>890-90-000-6090</b>   |           |                  |   |                                  |               |            |
| <b>Account: 890-90-000-6090 (CONTRACTUAL SERVICES)</b>           |           |                  |   |                                  |               |            |
| 7/1/2015   |           |                  |   | <i>Account Beginning Balance</i> |               | \$0.00     |
| 8/18/2015  | 21539-224 | Accounts Payable | ALASKA PACIFIC ENVIR-Jul 15 services-42428-218711           | \$42.07                          |               |            |
| 9/8/2015   | 21738-173 | Accounts Payable | ALASKA PACIFIC ENVIR-Aug 15 service-42428-229140            | \$37.46                          |               |            |
| 9/29/2015  | 21935-124 | Accounts Payable | EMERGENCY SERVICE MA-I Am Responding annual subscription r  | \$850.00                         |               |            |
| 10/13/2015   | 22109-227 | Accounts Payable | ALASKA PACIFIC ENVIR-Sep 15 services-42428-239616           | \$52.44                          |               |            |
|  |           |                  |   | <i>Account Subtotals</i>         | \$981.97      | \$0.00     |

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| Date   | Trans.     | Journal          | Reference   | Debit Amount       | Credit Amount     | Balance                          |
|--|------------|------------------|---|--------------------|-------------------|----------------------------------|
| <b>Account: 890-90-000-6090 (CONTRACTUAL SERVICES)</b> |            |                  |   |                    |                   |                                  |
| 6/30/2016  |            |                  |   |                    |                   | \$981.97                         |
|  |            |                  | <i>Account Net Change</i>                                     |                    |                   | <u>\$981.97</u>                  |
| 6/30/2016  |            |                  |   |                    |                   | <u>\$981.97</u>                  |
|  |            |                  |   |                    |                   | <u>\$981.97</u>                  |
| <b>890-90-000-6100</b>                                 |            |                  |   |                    |                   |                                  |
| <b>Account: 890-90-000-6100 (INSURANCE)</b>            |            |                  |   |                    |                   |                                  |
| 7/1/2015   |            |                  |   |                    |                   | \$0.00                           |
|  |            |                  |   |                    |                   | <i>Account Beginning Balance</i> |
| 7/1/2015   | Summarized | Accounts Payable |   | \$5,400.00         |                   |                                  |
| 7/1/2015   | 21738-210  | Accounts Payable | REV-ADJDAVIES-BARRY INSURAN-278315                            |                    | \$4,320.00        |                                  |
| 7/20/2015  | 21253-93   | Accounts Payable | DAVIES-BARRY INSURAN-Property Premium- renewal policy-F       | \$2,626.50         |                   |                                  |
| 7/20/2015  | 21253-101  | Accounts Payable | DAVIES-BARRY INSURAN-Business Auto- renew policy-FY16         | \$5,077.05         |                   |                                  |
| 7/20/2015  | 21253-143  | Accounts Payable | DAVIES-BARRY INSURAN-FY16 Broker Service Fee-FY16-062         | \$468.00           |                   |                                  |
|  |            |                  | <i>Account Subtotals</i>                                      | <u>\$13,571.55</u> | <u>\$4,320.00</u> |                                  |
| 6/30/2016  |            |                  |   |                    |                   | \$9,251.55                       |
|  |            |                  |   |                    |                   | <i>Account Net Change</i>        |
| 6/30/2016  |            |                  |   |                    |                   | <u>\$9,251.55</u>                |
|  |            |                  |   |                    |                   | <u>\$9,251.55</u>                |
| <b>890-90-000-6110</b>                                 |            |                  |   |                    |                   |                                  |
| <b>Account: 890-90-000-6110 (MEDICAL EXPENSE)</b>      |            |                  |   |                    |                   |                                  |
| 7/1/2015   |            |                  |   |                    |                   | \$0.00                           |
|  |            |                  |   |                    |                   | <i>Account Beginning Balance</i> |
| 8/11/2015  | 21446-157  | Accounts Payable | RYAN JOHN-Reimbursement for firefighter physical-16282-081015 | \$346.10           |                   |                                  |
| 8/11/2015  | 21446-257  | Accounts Payable | WILLIAM ANTHES MD-Firefighter physical-16283-C560006S         | \$65.07            |                   |                                  |
| 10/14/2015   | 22109-317  | Accounts Payable | TSS INC-5 panel rapid-16490-32970                             | \$48.00            |                   |                                  |
| 10/14/2015   | 22109-319  | Accounts Payable | TSS INC-5 panel rapid-16490-32945                             | \$48.00            |                   |                                  |
| 10/21/2015   | 22156-189  | Accounts Payable | TSS INC-Pre employment testing-16490-34036                    | \$96.00            |                   |                                  |
|  |            |                  | <i>Account Subtotals</i>                                      | <u>\$603.17</u>    | <u>\$0.00</u>     |                                  |
| 6/30/2016  |            |                  |   |                    |                   | \$603.17                         |
|  |            |                  |   |                    |                   | <i>Account Net Change</i>        |
| 6/30/2016  |            |                  |   |                    |                   | <u>\$603.17</u>                  |
|  |            |                  |   |                    |                   | <u>\$603.17</u>                  |
| <b>890-90-000-6130</b>                                 |            |                  |   |                    |                   |                                  |
| <b>Account: 890-90-000-6130 (ADMINISTRATIVE FEES)</b>  |            |                  |   |                    |                   |                                  |
| 7/1/2015   |            |                  |   |                    |                   | \$0.00                           |
|  |            |                  |   |                    |                   | <i>Account Beginning Balance</i> |
| 9/30/2015  | 22143-4    | Journal Entry    | JE09-016 FY 16 Admin Fees                                     | \$6,644.20         |                   |                                  |
|  |            |                  | <i>Account Subtotals</i>                                      | <u>\$6,644.20</u>  | <u>\$0.00</u>     |                                  |
| 6/30/2016  |            |                  |   |                    |                   | \$6,644.20                       |
|  |            |                  |   |                    |                   | <i>Account Net Change</i>        |
| 6/30/2016  |            |                  |   |                    |                   | <u>\$6,644.20</u>                |
|  |            |                  |   |                    |                   | <u>\$6,644.20</u>                |

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| Date   | Trans.     | Journal          | Reference  | Debit Amount | Credit Amount | Balance    |
|--|------------|------------------|--|--------------|---------------|------------|
| <b>890-90-000-6140</b>                         |            |                  |  |              |               |            |
| <b>Account: 890-90-000-6140 (DEBT SERVICE)</b> |            |                  |  |              |               |            |
| 7/1/2015                                       |            |                  |  |              |               | \$0.00     |
|  |            |                  | <i>Account Beginning Balance</i>                           |              |               |            |
| 9/30/2015                                      | 22141-11   | Journal Entry    | JE09-014 FY 15/16 loan payment                             | \$3,049.56   |               |            |
|  |            |                  | <i>Account Subtotals</i>                                   | \$3,049.56   | \$0.00        |            |
| 6/30/2016                                      |            |                  |  |              |               | \$3,049.56 |
|  |            |                  | <i>Account Net Change</i>                                  |              |               |            |
| 6/30/2016                                      |            |                  |  |              |               | \$3,049.56 |
|  |            |                  | <i>Account Ending Balance</i>                              |              |               |            |
| <b>890-90-000-6310</b>                         |            |                  |  |              |               |            |
| <b>Account: 890-90-000-6310 (ELECTRICITY)</b>  |            |                  |  |              |               |            |
| 7/1/2015                                       |            |                  |  |              |               | \$0.00     |
|  |            |                  | <i>Account Beginning Balance</i>                           |              |               |            |
| 8/10/2015                                      | 21446-65   | Accounts Payable | KPU ELECTRIC-25087 7550 N Tongass Hwy LS #6-Jul 20-461981  | \$292.39     |               |            |
| 8/10/2015                                      | 21446-69   | Accounts Payable | KPU ELECTRIC-16317 13110 N Tongass Hwy LS #8-Jul 20-469002 | \$465.06     |               |            |
| 8/31/2015                                      | 21705-48   | Accounts Payable | KPU ELECTRIC-25087 7550 N Tongass Hwy LS #6-Aug 20-461981  | \$392.94     |               |            |
| 8/31/2015                                      | 21705-50   | Accounts Payable | KPU ELECTRIC-16317 13110 N Tongass Hwy LS #8-Aug 20-469    | \$693.44     |               |            |
| 10/6/2015                                      | 22033-259  | Accounts Payable | KPU ELECTRIC-25087 7550 N Tongass Hwy LS #6-Sep 20-461981  | \$404.78     |               |            |
| 10/6/2015                                      | 22033-262  | Accounts Payable | KPU ELECTRIC-16317 13110 N Tongass Hwy LS #8-Sep 20-4690   | \$528.93     |               |            |
|  |            |                  | <i>Account Subtotals</i>                                   | \$2,777.54   | \$0.00        |            |
| 6/30/2016                                      |            |                  |  |              |               | \$2,777.54 |
|  |            |                  | <i>Account Net Change</i>                                  |              |               |            |
| 6/30/2016                                      |            |                  |  |              |               | \$2,777.54 |
|  |            |                  | <i>Account Ending Balance</i>                              |              |               |            |
| <b>890-90-000-6330</b>                         |            |                  |  |              |               |            |
| <b>Account: 890-90-000-6330 (TELEPHONE)</b>    |            |                  |  |              |               |            |
| 7/1/2015                                       |            |                  |  |              |               | \$0.00     |
|  |            |                  | <i>Account Beginning Balance</i>                           |              |               |            |
| 8/4/2015                                       | 21418-158  | Accounts Payable | KPU TELECOMMUNICATIO-247-5521-Jul 20-247-5521              | \$462.50     |               |            |
| 9/1/2015                                       | 21705-184  | Accounts Payable | KPU TELECOMMUNICATIO-247-5521-Aug 20-247-5521              | \$462.50     |               |            |
| 9/4/2015                                       | 21692-582  | Payroll          | BROWN-JUSTIN-913077  | \$25.00      |               |            |
| 9/4/2015                                       | 21692-1904 | Payroll          | HILDEBRANDT-SCOTT-913113                                   | \$25.00      |               |            |
| 9/4/2015                                       | 21692-1986 | Payroll          | KIFFER-JERRY-913129  | \$25.00      |               |            |
| 10/5/2015                                      | 21937-523  | Payroll          | BROWN-JUSTIN-913372  | \$25.00      |               |            |
| 10/5/2015                                      | 21937-1595 | Payroll          | HILDEBRANDT-SCOTT-913407                                   | \$25.00      |               |            |
| 10/5/2015                                      | 21937-1697 | Payroll          | KIFFER-JERRY-913423  | \$25.00      |               |            |
| 10/7/2015                                      | 22033-145  | Accounts Payable | KPU TELECOMMUNICATIO-247-5521-Sep 20-247-5521              | \$461.39     |               |            |
|  |            |                  | <i>Account Subtotals</i>                                   | \$1,536.39   | \$0.00        |            |
| 6/30/2016                                      |            |                  |  |              |               | \$1,536.39 |
|  |            |                  | <i>Account Net Change</i>                                  |              |               |            |
| 6/30/2016                                      |            |                  |  |              |               | \$1,536.39 |
|  |            |                  | <i>Account Ending Balance</i>                              |              |               |            |

## Ketchikan Gateway Borough General Ledger Report North Tongass Service Area

| Date  | Trans.    | Journal          | Reference  | Debit Amount | Credit Amount | Balance  |
|---|-----------|------------------|--|--------------|---------------|----------|
| <b>890-90-000-6331</b>                                  |           |                  |  |              |               |          |
| <b>Account: 890-90-000-6331 (LONG DISTANCE)</b>         |           |                  |  |              |               |          |
| 7/1/2015  |           |                  | <i>Account Beginning Balance</i>                           |              |               | \$0.00   |
| 8/11/2015   | 21446-175 | Accounts Payable | GENERAL COMMUNICATIO-Jul 15 long distance-Jul 20-64923366  | \$4.68       |               |          |
| 8/24/2015   | 21623-144 | Accounts Payable | GENERAL COMMUNICATIO-Aug 15 long distance-Aug 20-655       | \$4.68       |               |          |
| 8/25/2015   | 21623-235 | Accounts Payable | ACS LONG DISTANCE/IN-Jul 15 long distance-Jul 20-1704581   | \$6.59       |               |          |
| 9/22/2015   | 21881-261 | Accounts Payable | GENERAL COMMUNICATIO-Aug 15 long distance-Aug 20-661       | \$4.68       |               |          |
| 9/22/2015   | 21881-308 | Accounts Payable | ACS LONG DISTANCE/IN-Aug 15 long distance-Aug 20-1704581   | \$8.33       |               |          |
| 10/20/2015  | 22156-88  | Accounts Payable | ACS LONG DISTANCE/IN-Sep 2015 long distance-Sep 20-1704581 | \$3.47       |               |          |
|   |           |                  | <i>Account Subtotals</i>                                   | \$32.43      | \$0.00        |          |
| 6/30/2016   |           |                  | <i>Account Net Change</i>                                  |              |               | \$32.43  |
| 6/30/2016   |           |                  | <i>Account Ending Balance</i>                              |              |               | \$32.43  |
| <b>890-90-000-6370</b>                                  |           |                  |  |              |               |          |
| <b>Account: 890-90-000-6370 (MILEAGE REIMBURSEMENT)</b> |           |                  |  |              |               |          |
| 7/1/2015  |           |                  | <i>Account Beginning Balance</i>                           |              |               | \$0.00   |
| 7/31/2015   | 21316-6   | Journal Entry    | JE07-008 Kiffer, Jerry                                     |              | \$42.21       |          |
| 8/10/2015   | 21446-103 | Accounts Payable | JERRY KIFFER-Mileage reimbursement-Jul 20-073115           | \$294.40     |               |          |
| 9/14/2015   | 21803-99  | Accounts Payable | JERRY KIFFER-Mileage reimbursement-Aug 20-AUG 2015         | \$121.04     |               |          |
| 10/5/2015   | 22033-221 | Accounts Payable | JERRY KIFFER-Mileage reimbursement-Sep 20-SEP 2015         | \$108.67     |               |          |
|   |           |                  | <i>Account Subtotals</i>                                   | \$524.11     | \$42.21       |          |
| 6/30/2016   |           |                  | <i>Account Net Change</i>                                  |              |               | \$481.90 |
| 6/30/2016   |           |                  | <i>Account Ending Balance</i>                              |              |               | \$481.90 |
| <b>890-90-000-6430</b>                                  |           |                  |  |              |               |          |
| <b>Account: 890-90-000-6430 (BUILDING MAINTENANCE)</b>  |           |                  |  |              |               |          |
| 7/1/2015  |           |                  | <i>Account Beginning Balance</i>                           |              |               | \$0.00   |
| 7/22/2015   | 21253-334 | Accounts Payable | MADISON LUMBER & HAR-Dry texture spray, taping knives, cor | \$115.17     |               |          |
| 7/22/2015   | 21253-336 | Accounts Payable | MADISON LUMBER & HAR-Wall plate and screws-42430-6897      | \$8.98       |               |          |
| 7/22/2015   | 21253-338 | Accounts Payable | MADISON LUMBER & HAR-Superply-42430-7100                   | \$36.96      |               |          |
| 8/11/2015   | 21446-251 | Accounts Payable | FIRST CITY ELECTRIC-T8 4 tube ballasts-16219-23572         | \$192.00     |               |          |
| 8/11/2015   | 21446-253 | Accounts Payable | KETCHIKAN MECHANICAL-Pleated filters-16205-11191           | \$61.12      |               |          |
| 8/11/2015   | 21446-259 | Accounts Payable | SCHMOLCK MECHANICAL -Copper tube, copper fittings, PVC pl  | \$121.62     |               |          |
| 8/11/2015   | 21446-261 | Accounts Payable | SCHMOLCK MECHANICAL -ABS san tee, pipe, coupling-16        | \$5.96       |               |          |
| 8/11/2015   | 21446-293 | Accounts Payable | MADISON LUMBER & HAR-Sheet rock, lumber-16172-6420         | \$105.10     |               |          |
| 8/11/2015   | 21446-295 | Accounts Payable | MADISON LUMBER & HAR-Outlet boxes, blk cover-42430-4931    | \$16.56      |               |          |
| 8/11/2015   | 21446-297 | Accounts Payable | MADISON LUMBER & HAR-Screws-42430-5188                     | \$101.00     |               |          |
| 8/11/2015   | 21446-299 | Accounts Payable | MADISON LUMBER & HAR-Blk cover-42430-K05926                | \$4.29       |               |          |

## Ketchikan Gateway Borough General Ledger Report North Tongass Service Area

| Date  | Trans.                           | Journal          | Reference   | Debit Amount | Credit Amount | Balance    |
|---|----------------------------------|------------------|---|--------------|---------------|------------|
| <b>Account: 890-90-000-6430 (BUILDING MAINTENANCE)</b>  |                                  |                  |   |              |               |            |
| 8/11/2015   | 21446-301                        | Accounts Payable | MADISON LUMBER & HAR-Dry texture spray-42430-8633             | \$53.97      |               |            |
| 8/11/2015   | 21446-305                        | Accounts Payable | MADISON LUMBER & HAR-Nail plate protector, wallplate, rise co | \$55.99      |               |            |
| 8/11/2015   | 21446-307                        | Accounts Payable | MADISON LUMBER & HAR-Machine bolt, nail wall protector-       | \$6.30       |               |            |
| 9/15/2015   | 21803-172                        | Accounts Payable | ANDERES OIL COMPANY -Intrst31P MHD-16369-504297               | \$149.98     |               |            |
| 9/28/2015   | 21935-48                         | Accounts Payable | MADISON LUMBER & HAR-12pk composite shim, 12pk wd shim        | \$6.48       |               |            |
| 9/28/2015   | 21935-84                         | Accounts Payable | ALASKA MARINE LINES -Sears-16340-365248                       | \$78.68      |               |            |
| 9/28/2015   | 21935-90                         | Accounts Payable | SCHMOLCK MECHANICAL -Pro flo plastic end outlet waste, fla    | \$20.71      |               |            |
| 9/28/2015   | 21935-94                         | Accounts Payable | SCHMOLCK MECHANICAL -Dishwasher valve, sharkbit end sto       | \$17.98      |               |            |
| 9/28/2015   | 21935-96                         | Accounts Payable | SCHMOLCK MECHANICAL -Dishwasher disposers-16408-              | \$12.99      |               |            |
| 10/8/2015   | 22041-25                         | Accounts Payable | WELLS FARGO PAYMENT -Sears- Dishwasher-16340-16340            | \$460.30     |               |            |
| 10/12/2015  | 22109-3                          | Accounts Payable | SOUTH CENTRAL RADAR -Charles Industry battery charger-42      | \$850.00     |               |            |
| 10/12/2015  | 22109-5                          | Accounts Payable | FIRST CITY ELECTRIC-Light bulbs-16456-23851                   | \$228.00     |               |            |
| <i>Account Subtotals</i>                                |                                  |                  |   | \$2,710.14   | \$0.00        |            |
| 6/30/2016   | <i>Account Net Change</i>        |                  |   |              |               | \$2,710.14 |
| 6/30/2016   | <i>Account Ending Balance</i>    |                  |   |              |               | \$2,710.14 |
| <b>890-90-000-6431</b>                                  |                                  |                  |   |              |               |            |
| <b>Account: 890-90-000-6431 (HEATING FUEL)</b>          |                                  |                  |   |              |               |            |
| 7/1/2015  | <i>Account Beginning Balance</i> |                  |   |              |               | \$0.00     |
| 8/18/2015   | 21539-212                        | Accounts Payable | ANDERES OIL COMPANY -Heating fuel- 13110 N Tongass Hwy-       | \$185.32     |               |            |
| 8/18/2015   | 21539-214                        | Accounts Payable | ANDERES OIL COMPANY -Heating fuel- 7550 N Tongass Hwy-4       | \$274.72     |               |            |
| 10/5/2015   | 22033-139                        | Accounts Payable | ANDERES OIL COMPANY -Heating fuel- 13110 N Tongass Hwy-       | \$241.94     |               |            |
| 10/5/2015   | 22033-147                        | Accounts Payable | ANDERES OIL COMPANY -Heating fuel- 7550 N Tongass Hwy-4       | \$272.00     |               |            |
| 10/21/2015  | 22156-143                        | Accounts Payable | ANDERES OIL COMPANY -Heating fuel- 7550 N Tongass-42769       | \$219.22     |               |            |
| <i>Account Subtotals</i>                                |                                  |                  |   | \$1,193.20   | \$0.00        |            |
| 6/30/2016   | <i>Account Net Change</i>        |                  |   |              |               | \$1,193.20 |
| 6/30/2016   | <i>Account Ending Balance</i>    |                  |   |              |               | \$1,193.20 |
| <b>890-90-000-6450</b>                                  |                                  |                  |   |              |               |            |
| <b>Account: 890-90-000-6450 (EQUIPMENT MAINTENANCE)</b> |                                  |                  |   |              |               |            |
| 7/1/2015  | <i>Account Beginning Balance</i> |                  |   |              |               | \$0.00     |
| 7/1/2015  | 21231-4                          | Journal Entry    | <Rev> JE06-033 Icon Health & Fitness                          | \$2,058.95   |               |            |
| 7/16/2015   | 21194-3                          | Accounts Payable | REV-SCHMOLCK MECHANICAL -Compression ball valve, compr        |              | \$282.79      |            |
| 7/21/2015   | 21253-181                        | Accounts Payable | ANDERES OIL COMPANY -Battery-16156-471221                     | \$149.98     |               |            |
| 7/22/2015   | 21253-304                        | Accounts Payable | ALASKA MARINE LINES -Icon Health & Fitness-42334-324797       | \$120.82     |               |            |
| 8/11/2015   | 21446-263                        | Accounts Payable | HONEYWELL ANALYTICS -Posicheck annual calibration-4           | \$625.00     |               |            |
| 8/11/2015   | 21446-265                        | Accounts Payable | AP&T WIRELESS INC-Replace pager front cover-42426-142         | \$61.50      |               |            |
| 8/18/2015   | 21539-149                        | Accounts Payable | AP&T WIRELESS INC-Repair pager water damage-42426-187         | \$291.61     |               |            |



## Ketchikan Gateway Borough General Ledger Report North Tongass Service Area

| Date  | Trans.    | Journal          | Reference   | Debit Amount | Credit Amount | Balance    |
|---|-----------|------------------|---|--------------|---------------|------------|
| <b>Account: 890-90-000-6450 (EQUIPMENT MAINTENANCE)</b>     |           |                  |   |              |               |            |
| 8/25/2015   | 21623-245 | Accounts Payable | BULLEX INC-V2 pilot assembly w/flare & QD, igniter assembly V-1 | \$233.29     |               |            |
| 9/14/2015   | 21803-147 | Accounts Payable | AP&T WIRELESS INC-Pager speaker mic-42426-224                   | \$172.00     |               |            |
| 9/28/2015   | 21935-98  | Accounts Payable | TIMBER & MARINE SUPP-Air filter-16391-315812                    | \$18.68      |               |            |
| 10/21/2015  | 22156-118 | Accounts Payable | AP&T WIRELESS INC-Troubleshoot radio squelch, check antennas a  | \$180.00     |               |            |
|   |           |                  | <i>Account Subtotals</i>  | \$3,911.83   | \$282.79      |            |
| 6/30/2016   |           |                  | <i>Account Net Change</i>                                       |              |               | \$3,629.04 |
| 6/30/2016   |           |                  | <i>Account Ending Balance</i>                                   |              |               | \$3,629.04 |
| <b>890-90-000-6460</b>                                      |           |                  |   |              |               |            |
| <b>Account: 890-90-000-6460 (VEHICLE MAINTENANCE)</b>       |           |                  |   |              |               |            |
| 7/1/2015  |           |                  | <i>Account Beginning Balance</i>                                |              |               | \$0.00     |
| 7/27/2015   | 21430-34  | Accounts Payable | WELLS FARGO PAYMENT -Registrations-42474-42474                  | \$10.00      |               |            |
| 8/17/2015   | 21539-17  | Accounts Payable | SERVICE AUTO PARTS I-Macs ignition sealer, battery termbrush    | \$9.88       |               |            |
| 8/18/2015   | 21539-220 | Accounts Payable | ALASKA DIESEL POWER -Troubleshoot and replace bad return line a | \$2,203.31   |               |            |
| 8/31/2015   | 21705-8   | Accounts Payable | SCHMOLCK MECHANICAL -Black MI cap-16318-K143369                 | \$17.28      |               |            |
| 9/8/2015  | 21738-70  | Accounts Payable | FIRST CITY ELECTRIC-Repair tanker chute controls and hoist-163  | \$315.00     |               |            |
| 9/16/2015   | 21803-47  | Accounts Payable | LN CURTIS & SONS-BIV ball valves-42583-2127497                  | \$2,500.00   |               |            |
| 9/28/2015   | 21935-92  | Accounts Payable | KETCHIKAN MECHANICAL-Galvanized pipe, sprinkler-163             | \$139.04     |               |            |
| 10/7/2015   | 22033-84  | Accounts Payable | SERVICE AUTO PARTS I-Battery charger-42431-168472               | \$39.99      |               |            |
| 10/14/2015  | 22109-335 | Accounts Payable | LN CURTIS & SONS-Adapters-42583-2127497                         | \$216.00     |               |            |
|   |           |                  | <i>Account Subtotals</i>  | \$5,450.50   | \$0.00        |            |
| 6/30/2016   |           |                  | <i>Account Net Change</i>                                       |              |               | \$5,450.50 |
| 6/30/2016   |           |                  | <i>Account Ending Balance</i>                                   |              |               | \$5,450.50 |
| <b>890-90-000-6461</b>                                      |           |                  |   |              |               |            |
| <b>Account: 890-90-000-6461 (VEHICLE FUEL &amp; OIL)</b>    |           |                  |   |              |               |            |
| 7/1/2015  |           |                  | <i>Account Beginning Balance</i>                                |              |               | \$0.00     |
| 8/5/2015  | 21418-282 | Accounts Payable | ANDERES OIL COMPANY -Vehicle fuel-42432-468588                  | \$547.46     |               |            |
| 9/9/2015  | 21738-235 | Accounts Payable | ANDERES OIL COMPANY -Vehicle fuel-42432-482797                  | \$324.43     |               |            |
| 10/5/2015   | 22033-200 | Accounts Payable | ANDERES OIL COMPANY -Vehicle fuel-42432-497459                  | \$259.31     |               |            |
|   |           |                  | <i>Account Subtotals</i>  | \$1,131.20   | \$0.00        |            |
| 6/30/2016   |           |                  | <i>Account Net Change</i>                                       |              |               | \$1,131.20 |
| 6/30/2016   |           |                  | <i>Account Ending Balance</i>                                   |              |               | \$1,131.20 |
| <b>890-90-000-6525</b>                                      |           |                  |   |              |               |            |
| <b>Account: 890-90-000-6525 (SMALL EQUIPMENT PURCHASES)</b> |           |                  |   |              |               |            |

## Ketchikan Gateway Borough General Ledger Report North Tongass Service Area

| Date  | Trans.    | Journal          | Reference   | Debit Amount | Credit Amount | Balance    |
|---|-----------|------------------|---|--------------|---------------|------------|
| <b>Account: 890-90-000-6525 (SMALL EQUIPMENT PURCHASES)</b> |           |                  |   |              |               |            |
| 7/1/2015  |           |                  | <i>Account Beginning Balance</i>                            |              |               | \$0.00     |
| 7/21/2015   | 21253-191 | Accounts Payable | TYLER INDUSTRIAL SUP-Grab hooks-16133-T101469               | \$123.90     |               |            |
| 7/22/2015   | 21253-332 | Accounts Payable | MADISON LUMBER & HAR-Ratchet tie down straps-42430-2401     | \$39.98      |               |            |
| 8/31/2015   | 21705-6   | Accounts Payable | MADISON LUMBER & HAR-FBG rod, wire chimney brush-163        | \$110.92     |               |            |
| 9/1/2015  | 21705-128 | Accounts Payable | MADISON LUMBER & HAR-Chain saw oil/gas can-42430-13261      | \$37.99      |               |            |
| 9/8/2015  | 21738-68  | Accounts Payable | LN CURTIS & SONS-Auto plates w/small radium corners-16290-  | \$243.00     |               |            |
| 10/20/2015  | 22156-111 | Accounts Payable | ALASKA MARINE LINES -Unifire-42658-377343                   | \$157.24     |               |            |
|   |           |                  | <i>Account Subtotals</i>                                    | \$713.03     | \$0.00        |            |
| 6/30/2016   |           |                  | <i>Account Net Change</i>                                   |              |               | \$713.03   |
| 6/30/2016   |           |                  | <i>Account Ending Balance</i>                               |              |               | \$713.03   |
| <b>890-90-005-6011</b>                                      |           |                  |   |              |               |            |
| <b>Account: 890-90-005-6011 (OPERATING SUPPLIES)</b>        |           |                  |   |              |               |            |
| 7/1/2015  |           |                  | <i>Account Beginning Balance</i>                            |              |               | \$0.00     |
| 7/22/2015   | 21253-310 | Accounts Payable | ISLAND PHARMACY-Medication update-42410-15531               | \$170.35     |               |            |
| 8/18/2015   | 21539-267 | Accounts Payable | PEACE HEALTH KETCHIK-20ga IV starts-16284-080615            | \$263.84     |               |            |
| 8/26/2015   | 21623-288 | Accounts Payable | ISLAND PHARMACY-Ambulance medications-42410-11395           | \$126.00     |               |            |
| 8/31/2015   | 21705-10  | Accounts Payable | HANSEN'S HOMECARE-Oxygen tank refill-16167-071715           | \$45.00      |               |            |
| 9/9/2015  | 21738-239 | Accounts Payable | BOUND TREE MEDICAL L-IV catheter systems, CPR stat pads, gl | \$2,017.74   |               |            |
| 9/9/2015  | 21738-241 | Accounts Payable | BOUND TREE MEDICAL L-Hard case advanced life support-42     | \$375.99     |               |            |
| 9/10/2015   | 21738-301 | Accounts Payable | EMERGENCY MEDICAL PR-Electronic stethoscope-16339-          | \$405.50     |               |            |
| 9/16/2015   | 21803-21  | Accounts Payable | ISLAND PHARMACY-Medications-42410-11567                     | \$69.08      |               |            |
| 9/16/2015   | 21803-23  | Accounts Payable | ISLAND PHARMACY-Medications-42410-11699                     | \$378.00     |               |            |
| 9/16/2015   | 21803-25  | Accounts Payable | ISLAND PHARMACY-Medications-42410-11703                     | \$39.60      |               |            |
| 9/16/2015   | 21803-69  | Accounts Payable | ISLAND PHARMACY-Medications-42410-11566                     | \$278.00     |               |            |
| 10/8/2015   | 22041-17  | Accounts Payable | WELLS FARGO PAYMENT -APD Inc- Tegaderm IV film dressin      | \$495.43     |               |            |
| 10/15/2015  | 22114-7   | Accounts Payable | PEACE HEALTH KETCHIK-IV needles and solution-42600-1356486  | \$232.42     |               |            |
|   |           |                  | <i>Account Subtotals</i>                                    | \$4,896.95   | \$0.00        |            |
| 6/30/2016   |           |                  | <i>Account Net Change</i>                                   |              |               | \$4,896.95 |
| 6/30/2016   |           |                  | <i>Account Ending Balance</i>                               |              |               | \$4,896.95 |
| <b>890-90-005-6090</b>                                      |           |                  |   |              |               |            |
| <b>Account: 890-90-005-6090 (CONTRACTUAL SERVICES)</b>      |           |                  |   |              |               |            |
| 7/1/2015  |           |                  | <i>Account Beginning Balance</i>                            |              |               | \$0.00     |
| 8/26/2015   | 21623-313 | Accounts Payable | SYSTEMS DESIGN-Jul 15 services-42429-KGB0815                | \$467.88     |               |            |
| 10/6/2015   | 22033-31  | Accounts Payable | SYSTEMS DESIGN-Aug 15 services-42429-KGB0915                | \$206.33     |               |            |

## Ketchikan Gateway Borough General Ledger Report North Tongass Service Area

| Date  | Trans.    | Journal          | Reference   | Debit Amount | Credit Amount | Balance    |
|---|-----------|------------------|---|--------------|---------------|------------|
| <b>Account: 890-90-005-6090 (CONTRACTUAL SERVICES)</b>      |           |                  |   |              |               |            |
|   |           |                  | <i>Account Subtotals</i>                                  | \$674.21     | \$0.00        |            |
| 6/30/2016   |           |                  | <i>Account Net Change</i>                                 |              |               | \$674.21   |
| 6/30/2016   |           |                  | <i>Account Ending Balance</i>                             |              |               | \$674.21   |
| <b>890-90-005-6100</b>                                      |           |                  |   |              |               |            |
| <b>Account: 890-90-005-6100 (INSURANCE)</b>                 |           |                  |   |              |               |            |
| 7/1/2015  |           |                  | <i>Account Beginning Balance</i>                          |              |               | \$0.00     |
| 7/1/2015  | 21738-211 | Accounts Payable | ADJDAVIES-BARRY INSURAN-EMT Professional Liability Poli   | \$3,240.00   |               |            |
|   |           |                  | <i>Account Subtotals</i>                                  | \$3,240.00   | \$0.00        |            |
| 6/30/2016   |           |                  | <i>Account Net Change</i>                                 |              |               | \$3,240.00 |
| 6/30/2016   |           |                  | <i>Account Ending Balance</i>                             |              |               | \$3,240.00 |
| <b>890-90-005-6130</b>                                      |           |                  |   |              |               |            |
| <b>Account: 890-90-005-6130 (ADMINISTRATIVE FEES)</b>       |           |                  |   |              |               |            |
| 7/1/2015  |           |                  | <i>Account Beginning Balance</i>                          |              |               | \$0.00     |
| 9/30/2015   | 22143-5   | Journal Entry    | JE09-016 FY 16 Admin Fees                                 | \$764.25     |               |            |
|   |           |                  | <i>Account Subtotals</i>                                  | \$764.25     | \$0.00        |            |
| 6/30/2016   |           |                  | <i>Account Net Change</i>                                 |              |               | \$764.25   |
| 6/30/2016   |           |                  | <i>Account Ending Balance</i>                             |              |               | \$764.25   |
| <b>890-90-005-6450</b>                                      |           |                  |   |              |               |            |
| <b>Account: 890-90-005-6450 (EQUIPMENT MAINTENANCE)</b>     |           |                  |   |              |               |            |
| 7/1/2015  |           |                  | <i>Account Beginning Balance</i>                          |              |               | \$0.00     |
| 8/3/2015  | 21418-3   | Accounts Payable | ZOLL MEDICAL CORPORA-SPCO upgrade-42452-2268197           | \$3,431.25   |               |            |
| 9/10/2015   | 21738-309 | Accounts Payable | ZOLL MEDICAL CORPORA-Reusable patient cable-42313-2262459 | \$236.00     |               |            |
| 9/10/2015   | 21738-311 | Accounts Payable | ZOLL MEDICAL CORPORA-Rainbow DCI, adult reusable sensor   | \$396.00     |               |            |
|   |           |                  | <i>Account Subtotals</i>                                  | \$4,063.25   | \$0.00        |            |
| 6/30/2016   |           |                  | <i>Account Net Change</i>                                 |              |               | \$4,063.25 |
| 6/30/2016   |           |                  | <i>Account Ending Balance</i>                             |              |               | \$4,063.25 |
| <b>890-90-005-6525</b>                                      |           |                  |   |              |               |            |
| <b>Account: 890-90-005-6525 (SMALL EQUIPMENT PURCHASES)</b> |           |                  |   |              |               |            |
| 7/1/2015  |           |                  | <i>Account Beginning Balance</i>                          |              |               | \$0.00     |

## Ketchikan Gateway Borough General Ledger Report North Tongass Service Area

| Date  | Trans.   | Journal          | Reference   | Debit Amount | Credit Amount | Balance    |
|---|----------|------------------|---|--------------|---------------|------------|
| <b>Account: 890-90-005-6525 (SMALL EQUIPMENT PURCHASES)</b> |          |                  |   |              |               |            |
| 8/31/2015   | 21705-28 | Accounts Payable | BOUND TREE MEDICAL L-Adult and infant IV training arms-42 | \$797.10     |               |            |
| 10/5/2015   | 22033-91 | Accounts Payable | BOUND TREE MEDICAL L-Backboards-42745-81844912            | \$2,299.90   |               |            |
|   |          |                  | <i>Account Subtotals</i>                                  | \$3,097.00   | \$0.00        |            |
| 6/30/2016   |          |                  | <i>Account Net Change</i>                                 |              |               | \$3,097.00 |
| 6/30/2016   |          |                  | <i>Account Ending Balance</i>                             |              |               | \$3,097.00 |
| <b>890-90-005-6530</b>                                      |          |                  |   |              |               |            |
| <b>Account: 890-90-005-6530 (EQUIPMENT PURCHASE)</b>        |          |                  |   |              |               |            |
| 7/1/2015  |          |                  | <i>Account Beginning Balance</i>                          |              |               | \$0.00     |
| 10/22/2015  | 22161-3  | Accounts Payable | NORTH TONGASS FIRE &-Contribution towards manikin purcha  | \$5,750.00   |               |            |
|   |          |                  | <i>Account Subtotals</i>                                  | \$5,750.00   | \$0.00        |            |
| 6/30/2016   |          |                  | <i>Account Net Change</i>                                 |              |               | \$5,750.00 |
| 6/30/2016   |          |                  | <i>Account Ending Balance</i>                             |              |               | \$5,750.00 |

**Ketchikan Gateway Borough**  
**Summary of Revenues & Expenditures**  
Fund Statement - North Tongass Service Area FY 2016

|  |                               | Current<br>Month to Date | FY 2016<br>YTD | Encumbrance | FY 2016 YTD<br>+ Encumberan | Budget         | Variance<br>Fav/(Unfav) | % Budget<br>Used |
|--|-------------------------------|--------------------------|----------------|-------------|-----------------------------|----------------|-------------------------|------------------|
| <b>890 - North Tongass Fire District</b> |                               |                          |                |             |                             |                |                         |                  |
| <b>Revenues</b>                          |                               |                          |                |             |                             |                |                         |                  |
| 890-00-000-4010                          | REAL PROP TAX - NORTH TONGASS | 0                        | 554,449        | 0           | 554,449                     | 764,689        | (210,240)               | 72.51%           |
| 890-00-000-4060                          | MOTOR VEHICLE TAXES           | 286                      | 754            | 0           | 754                         | 5,000          | (4,246)                 | 15.09%           |
| 890-00-000-4080                          | PENALTY & INTEREST            | 2,079                    | 2,305          | 0           | 2,305                       | 0              | 2,305                   | 0.00%            |
| 890-00-000-4221                          | PERS ON BEHALF PAYMENTS       | 0                        | 0              | 0           | 0                           | 9,511          | (9,511)                 | 0.00%            |
| 890-00-000-4305                          | INTEREST INCOME               | 0                        | 0              | 0           | 0                           | 0              | 0                       | 0.00%            |
| 890-00-000-4365                          | CONTRIB FROM PRIVATE SOURCES  | 0                        | 0              | 0           | 0                           | 0              | 0                       | 0.00%            |
| 890-00-000-4390                          | MISCELLANEOUS REVENUE         | 0                        | 0              | 0           | 0                           | 0              | 0                       | 0.00%            |
| 890-00-000-4395                          | ANNUAL SERVICE AREA FEES      | 0                        | 126,300        | 0           | 126,300                     | 0              | 126,300                 | 0.00%            |
| 890-00-000-4396                          | EMS REVENUE                   | 4,100                    | 26,544         | 0           | 26,544                      | 63,000         | (36,456)                | 42.13%           |
| 890-00-000-4440                          | TRANSFERS IN - CPV FUND       | 0                        | 0              | 0           | 0                           | 60,851         | (60,851)                | 0.00%            |
| 890-00-000-4454                          | TRANSFERS IN - CPV FUNDS      | 0                        | 0              | 0           | 0                           | 25,974         | (25,974)                | 0.00%            |
| 890-00-000-4456                          | TRANSFERS IN - FIRE/EMS       | 0                        | 0              | 0           | 0                           | 24,661         | (24,661)                | 0.00%            |
| Totals for Sub Department(s) 000 - 000:  |                               | 6,465                    | 710,352        | 0           | 710,352                     | 953,686        | (243,334)               | 74.48%           |
| <b>Total Revenues</b>                    |                               | <b>6,465</b>             | <b>710,352</b> | <b>0</b>    | <b>710,352</b>              | <b>953,686</b> | <b>(243,334)</b>        | <b>74.48%</b>    |
| <b>Expenses</b>                          |                               |                          |                |             |                             |                |                         |                  |
| 890-10-000-6540                          | CIP ROOF REPAIRS              | 0                        | 0              | 1,209       | 1,209                       | 0              | (1,209)                 | 0.00%            |
| 890-90-000-5100                          | EMPLOYEE WAGES                | 15,433                   | 57,504         | 0           | 57,504                      | 180,550        | 123,047                 | 31.85%           |
| 890-90-000-5110                          | OVERTIME PAY                  | 654                      | 2,352          | 0           | 2,352                       | 8,500          | 6,148                   | 27.67%           |
| 890-90-000-5120                          | TEMPORARY PAY                 | 640                      | 640            | 0           | 640                         | 10,000         | 9,360                   | 6.40%            |
| 890-90-000-5121                          | FIREFIGHTER FEES              | 1,880                    | 6,420          | 0           | 6,420                       | 41,920         | 35,500                  | 15.31%           |
| 890-90-000-5200                          | TAXES/BENEFITS                | 11,503                   | 43,047         | 0           | 43,047                      | 159,722        | 116,675                 | 26.95%           |
| 890-90-000-5300                          | TRAVEL & TRAINING             | 5,295                    | 7,461          | 1,324       | 8,785                       | 31,600         | 22,815                  | 27.80%           |
| 890-90-000-5400                          | UNIFORM ALLOWANCE             | 0                        | 0              | 0           | 0                           | 14,050         | 14,050                  | 0.00%            |
| 890-90-000-6010                          | SUPPLIES                      | 0                        | 60             | 607         | 668                         | 3,400          | 2,732                   | 19.64%           |
| 890-90-000-6011                          | OPERATING SUPPLIES            | 0                        | 0              | 13          | 13                          | 6,700          | 6,687                   | 0.19%            |

# Ketchikan Gateway Borough

## Summary of Revenues & Expenditures

### Fund Statement - North Tongass Service Area FY 2016

|  | Current<br>Month to Date | FY 2016<br>YTD | Encumbrance   | FY 2016 YTD<br>+ Encumberan | Budget         | Variance<br>Fav/(Unfav) | % Budget<br>Used |
|--|--------------------------|----------------|---------------|-----------------------------|----------------|-------------------------|------------------|
| 890-90-000-6015                                | 0                        | 3,095          | 0             | 3,095                       | 16,710         | 13,615                  | 18.52%           |
| 890-90-000-6020                                | 0                        | 0              | 0             | 0                           | 200            | 200                     | 0.00%            |
| 890-90-000-6030                                | 0                        | 0              | 0             | 0                           | 500            | 500                     | 0.00%            |
| 890-90-000-6040                                | 0                        | 0              | 75            | 75                          | 1,250          | 1,175                   | 6.00%            |
| 890-90-000-6045                                | 0                        | 0              | 0             | 0                           | 500            | 500                     | 0.00%            |
| 890-90-000-6060                                | 0                        | 0              | 0             | 0                           | 1,500          | 1,500                   | 0.00%            |
| 890-90-000-6070                                | 48                       | 63             | 0             | 63                          | 500            | 437                     | 12.57%           |
| 890-90-000-6080                                | 0                        | 0              | 0             | 0                           | 1,000          | 1,000                   | 0.00%            |
| 890-90-000-6082                                | 302                      | 720            | 0             | 720                         | 1,700          | 980                     | 42.35%           |
| 890-90-000-6090                                | 52                       | 982            | 200           | 1,182                       | 2,500          | 1,318                   | 47.28%           |
| 890-90-000-6100                                | 0                        | 9,252          | 0             | 9,252                       | 8,472          | (780)                   | 109.20%          |
| 890-90-000-6110                                | 192                      | 603            | 0             | 603                         | 1,200          | 597                     | 50.26%           |
| 890-90-000-6130                                | 0                        | 6,644          | 0             | 6,644                       | 45,171         | 38,527                  | 14.71%           |
| 890-90-000-6140                                | 0                        | 3,050          | 0             | 3,050                       | 11,438         | 8,388                   | 26.66%           |
| 890-90-000-6310                                | 934                      | 2,778          | 0             | 2,778                       | 14,137         | 11,359                  | 19.65%           |
| 890-90-000-6330                                | 536                      | 1,536          | 0             | 1,536                       | 6,169          | 4,633                   | 24.91%           |
| 890-90-000-6331                                | 3                        | 32             | 0             | 32                          | 250            | 218                     | 12.97%           |
| 890-90-000-6350                                | 0                        | 0              | 0             | 0                           | 300            | 300                     | 0.00%            |
| 890-90-000-6370                                | 109                      | 482            | 0             | 482                         | 3,000          | 2,518                   | 16.06%           |
| 890-90-000-6430                                | 1,538                    | 2,710          | 1,000         | 3,710                       | 24,300         | 20,590                  | 15.27%           |
| 890-90-000-6431                                | 733                      | 1,193          | 3,807         | 5,000                       | 16,522         | 11,522                  | 30.26%           |
| 890-90-000-6450                                | 180                      | 3,629          | 320           | 3,949                       | 8,100          | 4,151                   | 48.75%           |
| 890-90-000-6460                                | 256                      | 5,451          | 16,566        | 22,016                      | 52,950         | 30,934                  | 41.58%           |
| 890-90-000-6461                                | 259                      | 1,131          | 2,000         | 3,131                       | 15,308         | 12,177                  | 20.45%           |
| 890-90-000-6525                                | 157                      | 713            | 4,845         | 5,558                       | 14,500         | 8,942                   | 38.33%           |
| 890-90-000-6530                                | 0                        | 0              | 0             | 0                           | 13,000         | 13,000                  | 0.00%            |
| 890-90-000-6540                                | 0                        | 0              | 0             | 0                           | 83,055         | 83,055                  | 0.00%            |
| 890-90-000-6610                                | 0                        | 0              | 0             | 0                           | 464            | 464                     | 0.00%            |
| <b>Totals for Sub Department(s) 000 - 000:</b> | <b>40,705</b>            | <b>161,547</b> | <b>31,966</b> | <b>193,513</b>              | <b>801,138</b> | <b>607,625</b>          | <b>24.15%</b>    |
| 890-90-005-5400                                | 0                        | 0              | 0             | 0                           | 1,000          | 1,000                   | 0.00%            |
| 890-90-005-6011                                | 728                      | 4,897          | 4,716         | 9,613                       | 12,000         | 2,387                   | 80.11%           |

**Ketchikan Gateway Borough**  
**Summary of Revenues & Expenditures**  
Fund Statement - North Tongass Service Area FY 2016

|   | Current<br>Month to Date | FY 2016<br>YTD | Encumbrance     | FY 2016 YTD<br>+ Encumberan | Budget         | Variance<br>Fav/(Unfav) | % Budget<br>Used |
|---|--------------------------|----------------|-----------------|-----------------------------|----------------|-------------------------|------------------|
| 890-90-005-6090 CONTRACTUAL SERVICES      | 206                      | 674            | 826             | 1,500                       | 4,500          | 3,000                   | 33.33%           |
| 890-90-005-6100 INSURANCE                 | 0                        | 3,240          | 0               | 3,240                       | 3,240          | 0                       | 100.00%          |
| 890-90-005-6130 ADMINISTRATIVE FEES       | 0                        | 764            | 0               | 764                         | 5,168          | 4,403                   | 14.79%           |
| 890-90-005-6450 EQUIPMENT MAINTENANCE     | 0                        | 4,063          | 0               | 4,063                       | 7,000          | 2,937                   | 58.05%           |
| 890-90-005-6460 VEHICLE MAINTENANCE       | 0                        | 0              | 0               | 0                           | 6,700          | 6,700                   | 0.00%            |
| 890-90-005-6525 SMALL EQUIPMENT PURCHASES | 2,300                    | 3,097          | 154             | 3,251                       | 51,688         | 48,437                  | 6.29%            |
| 890-90-005-6530 EQUIPMENT PURCHASE        | 5,750                    | 5,750          | 0               | 5,750                       | 0              | (5,750)                 | 0.00%            |
| Totals for Sub Department(s) 005 - 005:   | 8,984                    | 22,486         | 5,696           | 28,181                      | 91,296         | 63,114                  | 30.87%           |
| <b>Total Expenses</b>                     | <b>49,689</b>            | <b>184,032</b> | <b>37,662</b>   | <b>221,694</b>              | <b>892,434</b> | <b>670,739</b>          | <b>24.84%</b>    |
| <b>NET SURPLUS/(DEFICIT)</b>              | <b>(43,224)</b>          | <b>526,320</b> | <b>(37,662)</b> | <b>488,658</b>              | <b>61,252</b>  | <b>427,406</b>          | <b>797.78%</b>   |

# Ketchikan Gateway Borough

## Summary of Revenues & Expenditures

### Fund Statement - North Tongass Service Area FY 2016

Report name: FY 2016 Rev Ex - North Tongass Service Area

Chart template: Default

Include account levels 1 to 2

Do not include accounts with no activity

Include inactive accounts

User has access to all accounts

User has access to all Projects

Include these Funds: 890

Include all Account Codes

Include all Accounts

Include all Account Attributes

Include all Projects

Include all Project Attributes

Include all Transaction Attributes

Include all Classes

Include all Journals

Include all Not Yet Posted Transactions

Include all Grants(s)

Include all Project Types

Include all Project Statuses

Include all Project Divisions

Include all Project Departments

Include all Project Locations

Include all Department(s)

Include all Sub Department(s)

Column 1 criteria:

Heading:

Definition: Account Number

Column 2 criteria:

Heading:

Definition: Account Description

Column 3 criteria:

Heading: Year to Date

Actuals

6/30/2016

Include these dates: <Specific fiscal year> (7/1/2015 to 6/30/2016)

Definition: {Actual}

Column 4 criteria:

Heading: Original Budget

Include these dates: <Specific fiscal year> (7/1/2015 to 6/30/2016)

Definition: {Original Budget[ORIG]}



# Ketchikan Gateway Borough

## Summary of Revenues & Expenditures

### Fund Statement - North Tongass Service Area FY 2016

Column 5 criteria:

Heading: Current

Month to Date

Include these dates: This month (10/1/2015 to 10/31/2015)

Definition: {Actual}

Column 6 criteria:

Heading: FY 2016

YTD

Include these dates: <Specific fiscal year> (7/1/2015 to 6/30/2016)

Definition: {Actual}

Column 7 criteria:

Heading: Encumbrance

Include all dates

Definition: {Encumbrance}

Column 8 criteria:

Heading: FY 2016 YTD

+ Encumbrance

Include these dates: <Specific fiscal year> (7/1/2015 to 6/30/2016)

Definition: {Column 6} + {Column 7}

Column 9 criteria:

Heading: Budget

Include these dates: <Specific fiscal year> (7/1/2015 to 6/30/2016)

Definition: {Adjusted Budget{ORIG}}

Column 10 criteria:

Heading: Variance

Fav/(Unfav)

Include these dates: <Specific fiscal year> (7/1/2015 to 6/30/2016)

Definition: GetFavorableUnfavorable({Column 8} , {Column 9})

Column 11 criteria:

Heading: FY 2015

Include these dates: Last fiscal year (7/1/2014 to 6/30/2015)

Definition: {Actual}

Column 12 criteria:

Heading: % Budget

Used

Include these dates: <Specific fiscal year> (7/1/2015 to 6/30/2016)

Definition: 1-GetPercentVariance({Column 9} , {Column 8})

## Ketchikan Gateway Borough Balance Sheet

|   |  | FY 2011          | FY 2012          | FY 2013          | FY 2014          | FY 2015         | 10/22/2015     |
|---|--|------------------|------------------|------------------|------------------|-----------------|----------------|
| <b>890 - North Tongass Fire District</b>  |  |                  |                  |                  |                  |                 |                |
| <b>Assets</b>                             |  |                  |                  |                  |                  |                 |                |
| <b>Current Assets</b>                     |  |                  |                  |                  |                  |                 |                |
| 890-00-000-1015                           | CASH IN CENTRAL TREASURY               | 31,837           | 43,702           | 129,534          | 260,256          | 297,134         | 844,145        |
| 890-00-000-1350                           | PREPAID INSURANCE CLAIMS               | 41,191           | 0                | 0                | 75,034           | 77,641          | 0              |
| 890-00-000-1500                           | A/R - GENERAL                          | 78,495           | 81,378           | 98,388           | 97,374           | 96,285          | 121,958        |
| 890-00-000-1502                           | ALLOWANCE FOR DOUBTFUL ACCTS           | (111,374)        | (113,819)        | (95,316)         | (95,584)         | (96,244)        | (96,245)       |
| 890-00-000-1520                           | A/R - REAL PROPERTY TAX - N.TONGASS    | 0                | (570)            | 4,074            | 3,128            | 3,710           | 19,062         |
| 890-00-000-1590                           | A/R GEN - NORTH TONGASS                | 1,019            | 35,812           | 25,852           | 1,079            | 916             | 0              |
| 890-00-000-1595                           | A/R - PROPERTY TAX ACCRUAL             | 42,090           | 5,465            | 1,391            | 753              | 0               | 0              |
| <b>Total Current Assets</b>               |  | <b>83,258</b>    | <b>51,968</b>    | <b>163,924</b>   | <b>342,039</b>   | <b>379,441</b>  | <b>888,920</b> |
| <b>Total Assets</b>                       |  | <b>83,258</b>    | <b>51,968</b>    | <b>163,924</b>   | <b>342,039</b>   | <b>379,441</b>  | <b>888,920</b> |
| <b>Liabilities and Fund Balance</b>       |  |                  |                  |                  |                  |                 |                |
| <b>Liabilities</b>                        |  |                  |                  |                  |                  |                 |                |
| 890-00-000-2000                           | ACCOUNTS PAYABLE                       | 6,726            | 15,147           | 6,798            | 97,893           | 47,116          | 8,952          |
| 890-00-000-2006                           | NOTE PAYABLE - BLDG AND EQUIP          | 634,512          | 579,345          | 522,406          | 463,740          | 403,294         | 387,922        |
| 890-00-000-2129                           | APEA LEAVE BANK PAYABLE                | 133              | 0                | 0                | 81               | 167             | 167            |
| 890-00-000-2130                           | ACCRUED LEAVE PAYABLE                  | 30,147           | 0                | 0                | 0                | 0               | 0              |
| 890-00-000-2410                           | DEFERRED REAL PROP TAX - NORTH TONGASS | 2,105            | 3,905            | 577              | 1,250            | 2,169           | 38,863         |
| <b>Total Liabilities</b>                  |  | <b>673,623</b>   | <b>598,397</b>   | <b>529,782</b>   | <b>562,964</b>   | <b>452,745</b>  | <b>435,904</b> |
| <b>Fund Balance</b>                       |  |                  |                  |                  |                  |                 |                |
| 890-00-000-3000                           | FUND BALANCE                           | (613,556)        | (526,754)        | (303,411)        | (158,478)        | (10,857)        | 515,462        |
| <b>Total Fund Balance</b>                 |  | <b>(613,556)</b> | <b>(526,754)</b> | <b>(303,411)</b> | <b>(158,478)</b> | <b>(10,857)</b> | <b>515,462</b> |
| <b>Total Liabilities and Fund Balance</b> |  | <b>60,067</b>    | <b>71,643</b>    | <b>226,371</b>   | <b>404,486</b>   | <b>441,888</b>  | <b>951,367</b> |

## Ketchikan Gateway Borough Balance Sheet

|  | <u>FY 2011</u>   | <u>FY 2012</u>   | <u>FY 2013</u>   | <u>FY 2014</u>   | <u>FY 2015</u>  | <u>10/22/2015</u> |
|--|------------------|------------------|------------------|------------------|-----------------|-------------------|
| <b>BEGINNING BALANCE WITH CURRENT YEAR ADJUSTMENTS</b> | (716,746)        | (613,556)        | (526,754)        | (303,411)        | (158,478)       | (10,857)          |
| <b>NET SURPLUS/(DEFICIT)</b>                           | 103,190          | 86,803           | 223,342          | 144,934          | 147,620         | 526,320           |
| <b>ENDING FUND BALANCE</b>                             | <u>(613,556)</u> | <u>(526,754)</u> | <u>(303,411)</u> | <u>(158,478)</u> | <u>(10,857)</u> | <u>515,462</u>    |

## Need

At the regular meeting of the board of directors held on July 22, 2015 the department was instructed to develop a comparison of the current structure fee and a newly proposed Fire & EMS fee that assigned a fee to parcels instead of structures within the service area. The intent of this comparison was to provide information for the board to develop a new fee structure proposal for the next policy session.

This evaluation uses FY15 actual's and compared the structures that were being billed with the total number of parcels in the service area. This comparison includes several options based on possible parcel exemptions consistent with historical exempt status rulings. It was assumed the fee schedule was to be set at levels that would not increase or decrease the funding taken in as a result of the new fee structure.

## History

The structure fee was put in place in an effort to offset the inequity in the amount charged to a property with a low assessed value such as a trailer on a rented space, against a privately owned beach house with a high assessed value. The fee while not completely effective does work to close the gap between the two types of properties, arguably for the same fire and EMS response.

## Current Structure Fee

The current structure fee includes only those parcels that contain structures with over 120 square foot of roof area. On a case by case basis exemptions are authorized for structures that are of no value, cannot be accessed by fire suppression equipment, or other special circumstances. These exemptions are recommended by the board of directors usually following a homeowner's request and after the recommendation of the department based on their inspection of the property.

Current Structure Fee:

1939 Total Properties  
123 Properties that are Government Exempt  
1289 Non Exempt Properties with a Structure

FY15 Structure Fees Billed - \$128,900

FY15 Structure Fees Paid - \$112,294

Structure Fee Return - 87%

## Proposed Fire/EMS Fee

The proposed Fire & EMS fee includes all properties that have associated parcel numbers. A set fee would be levied on all properties with or without structures regardless of the assessed value.

1939 Total Properties  
123 Properties that are Government Exempt

250 Properties that have Senior/Non-profit/Veterans Exemptions  
 63 Properties that have limited access that may be contested  
 18 Privately owned tideland properties that may be contested

|                         |             |  |
|-------------------------|-------------|--|
| Suggested Fee           | - \$71.00   | (Assuming no Exemptions)   |
| Suggested Fee           | - \$83.00   | (Assuming no fee to Senior/Non-profit/Veterans)                          |
| Suggested Fee           | - \$86.00   | (Assuming no fee to Senior/Non-profit/Veterans/Limited access Property)  |
| Suggested Fee           | - \$87.00   | (Assuming no fee to Senior/Non-profit/Veterans/Limited Access/Tidelands) |
| Anticipated Fees Billed | - \$128,936 | (Assuming no Exemptions)   |
| Anticipated Fees Billed | - \$129,978 | (Assuming no fee to Senior/Non-profit/Veterans)                          |
| Anticipated Fees Billed | - \$129,258 | (Assuming no fee to Senior/Non-profit/Veterans/Limited Access)           |
| Anticipated Fees Billed | - \$129,195 | (Assuming no fee to Senior/Non-profit/Veterans/Limited Access/Tidelands) |
| Anticipated Fees Paid   | - \$112,174 | (Assuming no Exemptions)   |
| Anticipated Fees Paid   | - \$113,080 | (Assuming no fee to Senior/Non-profit/Veterans)                          |
| Anticipated Fees Paid   | - \$112,454 | (Assuming no fee to Senior/Non-profit/Veterans/Limited Access)           |
| Anticipated Fees Paid   | - \$112,399 | (Assuming no fee to Senior/Non-profit/Veterans/Limited Access/Tidelands) |

Anticipated Fire/EMS Fee Return - 87%

**Conclusion**

*Exemptions:* The current number of exempted properties and the reason for the exemption is time consuming and makes it difficult to track the actual number and reasons for the exemption. A fee without exemptions would alleviate this issue, however:

- 1) If the fee is based on the need to fund the actual fire and EMS response and the property is tidelands or otherwise inaccessible the fee may be challenged as a fee without expectation of service.
- 2) If the fee is based on the need to fund the potential for a fire and EMS response it may still be challenged because it could be argued that the existing mill levy already provides that funding.

it may be difficult to convince people who own property without structures that they must now pay a fee when they are accustom to associating the need for fire protection with a structure. There are currently 562 properties would fall into this category, those 348 property owners who currently pay \$100 per property with a structure would pay between \$140 - \$1190 depending on how many properties they own. As an example a homeowner who owned one lot/home would see a \$30 reduction, if that homeowner, in addition to his/her home owned an additional lot they would see an increase in \$40, if

that home owner owned 2 addition lots they would see an increase in \$110. The most significant change I have identified is a property owner who is currently paying \$200 would now pay \$1190

It is estimated that 1254 property owners would see a \$30 reduction and 348 property owners would see an increase between \$40 - \$990

*Tidelands and Non-Accessible Properties:* The proposed Fire & EMS fee does not address the issue, if the property is not exempted some of the properties will most certainly be challenged. It will be difficult to argue that a fee with the intent of providing a response or providing the ability to respond to a property that is submerged in water, or does not have road access owner is a fee without a valid expiation of service. There are currently 18 tideland and 63 properties without road access.

*Structures on Rented Property* The proposed Fire & EMS fee solves the structure on rented land or space as the parcel number is associated with the owner of the structure, and additional units or empty spaces has a separate parcel number associated with the owner of the land. As an example a trailer park with 70 trailers, the current structure fee would result in a \$100 fee sent to the owner of the trailer park. The Fire & EMS fee would result in a \$70 fee sent to the owner of the trailer part and a \$70 fee sent to the owner of each trailer in the park, any empty spaces would not be charged as they are not considered separate properties.

*Commercial Condominiums:* The proposed Fire & EMS fee solves the condo space issues as the parcel number is associated with the owner of the occupancy, and additional units or non-condo property would has a separate parcel number associated with the owner of the building or land. As an example a condo w/ 7 units would result in a \$70 fee sent to each of the businesses in the building, if the building owner had retained any portion of the building or the land under the building the owner would also receive a \$70 fee.

*Residential Duplex:* The proposed Fire & EMS fee will not adrees the residential duplexes, triplexes, ect. The fee would go to the property owner which in these cases is the building/property owner. As an example a triples with three family units, the property owner will receive a fee for \$70.

North Tongass Fire and EMS Service Area  
Board of Directors  
Minutes

Regular scheduled meeting to held 5:30 pm, September 23, 2015, at the North Tongass Volunteer Fire Department Station 8

**Call to Order:** 1730

**Roll Call:**

David Albertson    Teresa Hicks    Ralph Mirsky    Floyd McClellan    Don Westlund

In attendance: Glen Thompson, Cynna Gubatayao, Deanna Garrison

**Public Comments:**

- None

**Review and Approval of Agenda and Minutes:**

- Don with a motion to approve the agenda and minutes of the August 26, 2015 Regular Meeting, Floyd with a second, vote 3-0

**Information and Reports:**

- Cynna presented the Fund Balance and spent some time discussing the report and what it meant
- Scott reported the training room cabinet and countertop project was complete and the association was planning on stocking the cabinets with the tools and supply's the department would need.
- Scott reported Jerry was at the Firehouse conference and would return on the 28<sup>th</sup> of September.
- Scott advised the recruitment drive was going well, 10 applications were given out, so far 2 members have been accepted and 1 was scheduled for an interview.
- Scott presented a copy of ordinance 1766 for the boards review.
  
- Liz reported at the suggestion of the board she had looked into the possibility of Airlift Northwest teaching an EMT II class but was advised they were not certified to teach in Alaska. She reported the department was actively looking for a class and would report back when one was found.
  
- Liz reported the membership association was holding its HAL Fundraiser at the First City Saloon October 3, 2015 and invited the board to attend, she advised the association was close to their goal and hoped this fundraiser would allow them to purchase the manikin

**Unfinished Business:**

- Don expressed some concern about the station 6 drive way repair project, Scott advised we have been seeking quotes for the project, some discussion on the small size of the project making securing quotes difficult. No vote taken but all in agreement to continue our efforts to secure a contractor.

**New Business:**

- Glen Thompson spoke on the City of Ward Cove Charter, the history of the petition and reported the draft had been returned by the Boundary Commission with some minor suggestions, some discussion on the petition, Glen advised it was likely the petition would be out on the street mid October for the public to review and to collect signatures. No vote taken but all in agreement to suggest the petition authors hold public meetings so the public could discuss the ramifications for the service area.

**Department Statistics, per type of call:**

| Type of Call         | Total Calls August 2014 | Total Calls Calendar year 2014 | Total Calls August 2015 | Total Calls Calendar Year to Date 2015 |
|----------------------|-------------------------|--------------------------------|-------------------------|--|
| Fire                 | 0                       | 19                             | 1                       | 6                                      |
| EMS                  | 16                      | 152                            | 12                      | 87                                     |
| Hazardous Conditions | 0                       | 2                              | 0                       | 2                                      |
| Service              | 1                       | 3                              | 0                       | 2                                      |
| Good Intent          | 1                       | 8                              | 0                       | 8                                      |
| False Alarm          | 0                       | 4                              | 1                       | 9                                      |
| Severe Weather       | 0                       | 1                              | 0                       | 1                                      |
| Total                | 18                      | 189                            | 14                      | 115                                    |

**Date for Next Meeting:** October 28, 2015

**Adjournment:** 1852