

Stone Bluff Volunteer Fire Department
19265 US Highway 64
Haskell, OK 74436

June 20, 2016

Certified Mail: 7015 1660 0000 4601 6823

Nancy Grantham
State Auditor & Inspector
State of Oklahoma
2300 North Lincoln Blvd., Room 100
Oklahoma City, OK 73105

Dear Ms. Grantham:

Enclosed please find the following items for the Stone Bluff Volunteer Fire Department:

1. Actual Revenues & Expenditures for July 2013 through June 2014
2. Actual Revenues & Expenditures for July 2014 through June 2015
3. Budget Overview for July 2015 through June 2016
4. Copy of the Notice of Public Hearing for our Year 2016-2017 Budget
5. 2016 June Agenda that includes the annual budget for approval.
6. 2016 June Minutes that show the annual budget approved.

If you have any questions, please feel free to contact me.

Sincerely,



Carla Hayes
(918) 521.8691 cell, carlahayes@valornet.com
Stone Bluff Volunteer Fire Department
Treasurer

CC: Wagoner County Clerk, Lori Hendrix

RECEIVED

JUN 21 2016

State Auditor
and Inspector



6:16 PM
 07/20/14
 Cash Basis

Stone Bluff Volunteer Fire Department
Profit & Loss
 July 2013 through June 2014

	Jul '13 - Jun 14
Ordinary Income/Expense	
Income	
Fire Tax - Wagoner County	25,674.20
Total Income	25,674.20
Expense	
Advertising	222.16
Automobile Expense	
Gasoline	395.51
Automobile Expense - Other	275.89
Total Automobile Expense	671.40
Bank Service Charges	247.34
Building Maintenance	13,252.41
Dues and Subscriptions	1,003.00
Equipment - New	1,516.70
Events	
Annual Firefighter Assoc.	259.95
Retirement	73.25
Total Events	333.20
Insurance	
Surety Bond	126.00
Total Insurance	126.00
Interest Expense	
Finance Charge	87.48
Total Interest Expense	87.48
Miscellaneous	89.12
Office Supplies	237.44
Pension	780.00
Postage and Delivery	345.68
Repairs	
Equipment Repairs	1,136.91
Total Repairs	1,136.91
Software	69.95
Storage	74.93
Supplies	
Firefighters Meals	727.24
Kitchen	750.63
Medical	292.04
Office	846.12
Total Supplies	2,616.03
Telephone	
Internet Service	300.00
Telephone - Other	711.57
Total Telephone	1,011.57
Training	255.00
Trash Service	147.00
Travel & Ent	
Meals	424.09
Travel	2,261.31
Total Travel & Ent	2,685.40
Uncategorized Expenses	202.65
Uniforms	897.75

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Cash Basis

Stone Bluff Volunteer Fire Department
Profit & Loss
July 2013 through June 2014

	<u>Jul '13 - Jun 14</u>
Utilities	
Gas and Electric	688.03
Total Utilities	<u>688.03</u>
Total Expense	<u>28,697.15</u>
Net Ordinary Income	-3,022.95
Other Income/Expense	
Other Income	
Donation	2,629.08
Grants	6,678.66
Other Income	672.63
Total Other Income	<u>9,980.37</u>
Net Other Income	<u>9,980.37</u>
Net Income	<u><u>6,957.42</u></u>

**Stone Bluff Volunteer Fire Department
 Profit & Loss Budget Overview
 July 2014 through June 2015**

	<u>Jul '14 - Jun 15</u>
Ordinary Income/Expense	
Income	
Fire Tax - Wagoner County	24,000.00
Total Income	<u>24,000.00</u>
Expense	
Automobile Expense	
Gasoline	2,400.00
Automobile Expense - Other	<u>1,500.00</u>
Total Automobile Expense	3,900.00
Bank Service Charges	240.00
Building Maintenance	320.00
Dues and Subscriptions	800.00
Equipment - New	4,173.00
Events	
Annual Firefighter Assoc.	200.00
Trunk or Treat	<u>200.00</u>
Total Events	400.00
Insurance	
Property & Liability Insurance	600.00
Surety Bond	126.00
Truck Insurance	<u>500.00</u>
Total Insurance	1,226.00
Interest Expense	
Mortgage	<u>4,470.00</u>
Total Interest Expense	4,470.00
Licenses and Permits	
Truck Tags	40.00
Licenses and Permits - Other	<u>95.00</u>
Total Licenses and Permits	135.00
Office Supplies	600.00
Pension	1,200.00
Petty Cash	200.00
Postage and Delivery	184.00
Repairs	
Equipment Repairs	<u>2,400.00</u>
Total Repairs	2,400.00
Supplies	
Firefighters Meals	900.00
Kitchen	700.00
Medical	700.00
Office	700.00
Safety	<u>100.00</u>
Total Supplies	3,100.00
Telephone	1,500.00
Training	600.00
Trash Service	252.00
Travel & Ent	
Meals	200.00
Travel	<u>1,000.00</u>
Total Travel & Ent	1,200.00
Uniforms	500.00

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Cash Basis

Stone Bluff Volunteer Fire Department
Profit & Loss Budget Overview
July 2014 through June 2015

	<u>Jul '14 - Jun 15</u>
Utilities	
Gas and Electric	2,600.00
Total Utilities	<u>2,600.00</u>
Total Expense	<u>30,000.00</u>
Net Ordinary Income	-6,000.00
Other Income/Expense	
Other Income	
Grants	6,000.00
Total Other Income	<u>6,000.00</u>
Net Other Income	<u>6,000.00</u>
Net Income	<u><u>0.00</u></u>

**Stone Bluff Volunteer Fire Department
 2016-2017 Annual Budget 6.4.2016
 July 2016 through June 2017**

	<u>Jul '16 - Jun 17</u>
Ordinary Income/Expense	
Income	
Fire Tax - Wagoner County	25,800.00
Total Income	<u>25,800.00</u>
Expense	
Automobile Expense	
Gasoline	2,500.00
Automobile Expense - Other	1,500.00
Total Automobile Expense	<u>4,000.00</u>
Bank Service Charges	225.00
Building Maintenance	2,000.00
Dues and Subscriptions	800.00
Equipment - New	4,197.00
Equipment Rental	0.00
Events	
Annual Firefighter Assoc.	0.00
Events - Other	600.00
Total Events	<u>600.00</u>
Insurance	
Property & Liability Insurance	600.00
Surety Bond	126.00
Truck Insurance	500.00
Workers Comp	1,100.00
Total Insurance	<u>2,326.00</u>
Licenses and Permits	200.00
Miscellaneous	300.00
Office Supplies	0.00
Pension	1,200.00
Postage and Delivery	400.00
Printing and Reproduction	0.00
Repairs	
Building Repairs	500.00
Computer Repairs	300.00
Equipment Repairs	2,000.00
Total Repairs	<u>2,800.00</u>
Software	100.00
Supplies	
Firefighters Meals	900.00
Kitchen	500.00
Marketing	0.00
Medical	400.00
Office	1,000.00
Safety	200.00
Supplies - Other	0.00
Total Supplies	<u>3,000.00</u>
Telephone	
Paging System	1,000.00
Telephone - Other	2,000.00
Total Telephone	<u>3,000.00</u>
Training	600.00
Trash Service	252.00
Travel & Ent	
Meals	500.00
Travel	500.00
Total Travel & Ent	<u>1,000.00</u>
Uncategorized Expenses	300.00
Uniforms	1,000.00
Utilities	

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06/04/16
Cash Basis

Stone Bluff Volunteer Fire Department
2016-2017 Annual Budget 6.4.2016
July 2016 through June 2017

	<u>Jul '16 - Jun 17</u>
Gas and Electric	2,500.00
Total Utilities	<u>2,500.00</u>
Total Expense	<u>30,800.00</u>
Net Ordinary Income	-5,000.00
Other Income/Expense	
Other Income	
Donation	0.00
Grants	5,000.00
Other Income	<u>0.00</u>
Total Other Income	5,000.00
Other Expense	
Other Expenses	<u>0.00</u>
Total Other Expense	<u>0.00</u>
Net Other Income	<u>5,000.00</u>
Net Income	<u><u>0.00</u></u>

(Attach Copy of Notice
to Space Below)

Proof of Publication

LEGAL NOTICE

(Published in the Haskell News
June 2, 2016)

NOTICE

Stone Bluff Volunteer Fire Department will hold its Budget Hearing for the 2016 -2017 fiscal year Monday, June 6, 2016, at 7:00 p.m. All meetings are open to the public.

District Court of Muskogee County, State of Oklahoma

No. Nt of Budget 16-17
Affidavit of Publication

vs. Plaintiff,

Defendant

**STATE OF OKLAHOMA
MUSKOGEE COUNTY**

SS:

Steven Arrowood/Kaley Evans, of lawful age, being duly sworn, upon oath states that he/she is the Publisher of The Haskell News, a WEEKLY newspaper; that said newspaper is printed in the English language and published in Haskell, Muskogee County, Oklahoma, has a bona fide paid circulation in said city and county, and is entered in the United States Mails at Haskell, Oklahoma, as second-class matter; that the notice by publication a copy of which hereto attached, was published in said newspaper for One consecutive issues, the first publication being on the 02 day of June, 2016 and the last publication being on the day of , ; that said newspaper has been published in said county and entered as second class mail matter in the U.S. mails at Haskell, Oklahoma, continuously and uninterruptedly during the period of more than one hundred-four (104) weeks consecutively prior to the first publication of said notice or advertisement, as defined and required by House Bill 327 (an Act amending Section 54, Oklahoma Statutes 1932, as amended by Article 1, Chapter 1, Session Laws of Oklahoma 1935,) passed by the Eighteenth Legislature of the State of Oklahoma, and effective May 31, 1941, and thereafter.

Affiant states that said newspaper has complied with all laws of the State of Oklahoma necessary to authorize it to publish legal notices and publications.

The advertisement above referred to, a true and printed copy of which is hereto attached, was published in said The Haskell News on the following dates, to-wit:

1st Insertion	June 2, 2016	PUBLICATION FEE	<u>\$5.20</u>
2nd Insertion			
3rd Insertion			

Signature

Said notice was published in the regular edition of said newspaper and not in a supplement thereof.

Subscribed and sworn to before me this 02 day of June A.D., 2016

COMMISSION NO. 14004625 COMMISSION EXPIRES: May 19, 2018



Mary Evans

NOTARY PUBLIC

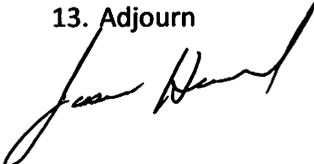
2016 June Agenda

Stone Bluff Volunteer Fire Department

Special Meeting Date June 6th, 2016

Call to order

1. Pledge of allegiance and prayer
2. Treasurer's Report—annual budget
3. Secretary's Report
4. Wagoner County Fire Fighter Association Report
5. Wagoner County Fire Trust Authority Report
6. Training Officer's Report
 - Next training date
7. SOG Review
8. Truck Report
9. Chief's Report
10. Old Business
 - Bids for the old squad
 - 2nd quote for countertops—Brett
 - Business cards—Eli
 - Ventilation saw—Dennis
 - Explorer Program and underage volunteers—Chris
 - PPE for reflective vests—Riki
 - Reschedule Movie Night
11. New Business
 - Medical supplies—tourniquets, quick clot, and AED
 - Movie night
 - AC service biannually
 - White dress shirts, full size badges, and name tags for special occasions
12. Announcements and other matters unknown before posting of agenda
13. Adjourn

 Fire Chief

June 6th, 2016

Stone Bluff Fire Department Minutes

Board Members Present: David Daniels, Riki Howard, Carla Hayes, Kristel Foutch, Debbie Daniels

Firefighters Present: Tyler Orcutt, Matt Rodgers, Jason Howard, and Chris Hayes

1. Pledge of Allegiance and prayer.
2. Treasurer's Report—Checking account \$26,474.24 ; Debbi made motion to approve annual budget as prepared; Riki seconded the motion. All in favor; motion passed.
3. Secretary's Report—Debbie made motion to accept. Riki seconded the motion. All in favor; motion passed.
4. WCFFA—Dennis Campbell--absent
5. WCTFA—Jason Howard
6. Training Report—Tyler Puckett--absent
7. SOG Report—Eli Hobbs—absent
8. Truck Report—Jason Howard—New Squad 2 is getting modifications done. Ambulance needs to get fenders cut out; Jason will take care of it.
9. Chief Report—Jason Howard
 - A. Handed out service pins
 - B. Leaving bid open for 1 week for our fire department members on old Squad 2 with a minimum bid of \$2,000 as is; if not purchased then it will be placed in the paper for public bid; Riki made motion to accept. Debbie seconded motion. All in favor; motion passed.
 - C. Agreed to no longer get wrap done on ambulance; instead it will just get lettering and reflective striping, plus tread plate for the floor. Jason will take care of getting the lettering and striping done.
10. Old Business
 - A. Kitchen countertops—Riki made motion to get countertops installed from Lowes. Debbie seconded motion. All in favor; motion passed.
 - B. Jason stated that we do not have a current need for a ventilation saw; board members agreed not to purchase a ventilation saw.
 - C. PPE reflective vests arrived and were handed out earlier in the week. Each firefighter received one vest to place over their bunker coat.
 - D. Movie night rescheduled for Saturday, June 25th at 8pm.
 - E. Explorer program and underage volunteers—Chris will forward information to everyone on the fire department; tabled until next meeting.
11. New Business
 - A. Medical supplies—need to check with Muskogee EMS as to their protocols on using quick clot. Need to purchase tourniquets and one AED. Debbie made motion to buy AED. Riki seconded motion. All in favor; motion passed.
 - B. Chris is going to get an estimate for servicing the AC biannually.
 - C. Riki made motion to purchase white dress shirts, full size badges and name tags for all members that have been on the fire department at least one year. Kristel seconded motion. All in favor; motion passed.

Being no further business, the meeting was adjourned.

Jan Howard Fire Chief