

Monthly Commissioner Meeting Minutes

January 19, 2015

Meeting convened on January 19, 2015 at 19:02, by Chairman, Chip Keen.

Commissioners present: Chip Keen, Tom Rosmond, Scott Horton.

Officers Present: Patt Bruce (Secretary) Rowena Jennings (Secretary) Scott Swagerty (Interim Chief)

Other Attendees: None

Changes/Additions to Agenda: A small discussion regarding joining different firefighter associations was added which resulted in us choosing not to “renew” with the Washington State Fire Fighters Association.

Minutes of prior meeting read, approved and signed.

Secretary’s Report: Brian Hamlin, a computer technician from Forks, has fixed the Department’s computer for free. Rowena will have him remove the Proxy Server permanently.

Financial Report.

Vouchers reviewed and signed.

Chief’s Report/Captain’s Report: Chief Swagerty contacted Danny Hinchman from LaPush, who forwarded CCFD6’s request for reinstalling, at the expense of CCFD6, a fire hydrant and all necessary check valves at Three River’s Fire Station to the Tribe’s water department. He is waiting to hear back.

Other Reports: Chief Swagerty is also still waiting to hear back about getting the Radio Base Station installed at the station.

Old Business:

- The annual remittance was filed and fees paid for 2015 to the Board for Volunteer Firefighters.
- Our free association was renewed and CCFD6 information was updated with the Washington Fire Chiefs’ Association for 2015.
- A new thermostat switch has been ordered for the second floor heater. Don Dilley will install the new switch.
- New Masco gas cards arrived and Chief Swagerty notated the required codes and put them in the trucks.

New Business:

- It was decided that the monies from the closed Umpqua account will strictly remain a Chief’s discretionary fund. The Chief, Scot Swagerty, and the Secretary, Patt Bruce, are the only authorized signers on the account. The balance of the account is not to go below \$500 and not

to exceed \$2,000. Chief Swagerty is depositing the \$2, 638.22 into First Federal Bank and looking into a purchase of at least \$638.22 to comply with the set parameters.

- Patt will write up a policy for collecting monies that will be deposited into the Chief's account.
- A new Stihl metal cutting saw with extra blades, a dedicated gas can and extra 2 stroke oil will be purchased and stored on the back of Engine #1.
- Tom Rosmond has begun the process of establishing a Website for CCFD6. The main goal of which is to establish communication with the district's residents. The fire department will post its inner workings and any questions or concerns it may have for the areas and/or its inhabitants and will collect useful information from residents about their individual properties as well as their desires for how the fire station could best suit the needs of the community at large.
- If public opinion proves to support the plan of having the fire station serve as a Community Emergency Shelter a grant will be sought to cover the costs which will include:
 - Purchasing an adequate generator with sufficient housing
 - Buying and burying the necessary propane tank for the generator
 - Wiring the generator to all necessary appliances
 - Adding showers and washer and dryer to the fire hall
 - Upgrading and moving the septic system to accommodate new plumbing demands
 - Bulk food and supply storage
- Initial testing of the completed water tank at the airport proved leaky. The fittings were resealed and await retesting. The housing has been built but still needs a padlock added. Reflective tape will be used to label the tank
- Chip and Patt will attend the training on Annual Reporting for Small Governments on 2/24/15

Announcements: The tender is out of service until the brakes are repaired.

Meeting adjourned at 20:21

Read and approved on December 8, 2014, by

Commissioner

Commissioner

Commissioner

Secretary