

Monthly Commissioner Meeting Minutes

March 16, 2015

Meeting convened on March 16, 2015 at 19:08, 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: Leath Grahan, Bob Wishon

Changes/Additions to Agenda: District #6 Business owner, Leath Grahan, requested a written Fire Protection Plan for her property and storage business on Mora Rd.

Minutes of prior meeting read, approved and signed.

Secretary's Report: Schedule #1 of the 2014 Annual Report has been submitted.

Financial Report.

Vouchers reviewed and signed.

Chief's Report/Captain's Report: WSRB failed to make contact with the Chief. Chief Swagerty took their contact information and will arrange the field visit which is necessary to rate the district's fire preparedness.

Other Reports: Chief Swagerty reported that Danny from the water department in La Push will contact him after he has approached the Quileute Tribe and all necessary agencies involved in replacing the current standpipe at the fire station with a fire hydrant.

Old Business:

- The rental and usage agreement for the fire hall was updated and approved. Copies can be found on the information board in the meeting room.
- The new metal cutting saw arrived from Jerry's Small Engines and was placed on the back of the Pumper.

New Business:

- It was determined that the standpipe at the station is only 2" diameter. A standard hydrant connection, which is 2.5", would flow 25% more water. Commissioner Keen and Bob Wishon will attempt to get our request to replace the standpipe with a hydrant on the agenda of the next Quileute Tribal Council meeting. They will present CCFD #6's concerns regarding the safety

and efficiency of our current system and request it be replaced with a standard hydrant. CCFD#6 is willing to incur ALL costs associated with the purchase and installation of the hydrant. All work will be performed by qualified professionals of the Tribe's choosing or authorized by the Tribe should they prefer not to do the hiring.

- The 3 Rivers Account held at First Federal Bank will be closed after March 31, 2015, to avoid processing fees, and the monies will be transferred to CCFD#6's fund held and managed by the County to better comply with State Auditing Regulations. The Secretaries will keep a separate accounting of the monies from this account as it is spent to insure it be used in accordance with the original donator's wishes.
- Tom Rosmond reported that we currently have two email addresses activated for the new Website but we could have as many as we want. One is a Webmaster address that he will monitor and the other is a standard "contact us" one. It was suggested that the Chief and the Secretaries each have an address as well. Tom would also like to take more photos of the station with some featuring apparatus and firefighters. Chip recommended uploading pictures from previous fires, from our records and local papers, depicting the department in action. Tom can have them display as a slideshow to visitors. Chip & Tom also recommended having a Commissioner's page which will have a schedule of the meetings as well as all the minutes of previous meetings and current pending agenda. Residents will be invited to request items be added to the agenda.
- Scott Horton created an up-to-date map of the improved properties in our district. It was needed to define the district for grant applications, but will prove useful in many ways. He is going to print an enlarged version and hang it in the meeting room at the fire hall. It will also be uploaded and available for viewing on the new website.
- Deb Harper from the USDA (grant application) sent Chip an e-mail on 3/4/15 regarding the definition of CCFPD #6. She compiled the Median Household Income map of our district and found, "The population is 339, and the Median Household Income is \$40,123, which qualifies the district for up to 55% grant. There are other limiting factors such as up to \$15,000 per project and also revenue factors." She offered to come out and discuss the application process in greater detail. Chip thanked her for her reply and offer to meet but wants to wait until we have a better idea of the scope of the project which will be based on input from our community outreach program.
- It was decided that logo jackets will be purchased for all CCFD#6 personnel. Captain T's in P.A. already has our logo on file. Chip left their catalogue at the station for everyone to see. The 6 members in attendance agreed on a black, Port Authority, welded, soft shell, wind & water resistant jacket with CCFD #6 logo on the left side chest and member's name underneath (optional). Scott Swagerty recommended adding a patch of the American Flag on the shoulder. The overly qualified Linda Keen will be available to measure each person to ensure proper fit.
- The Community Outreach Program will be launched in early May with an announcement in the Fork's Forum and on the local radio. Chip would also like to send a direct mailing to every property owner. Scott Horton will e-mail all the district's addresses, obtained from his research, to Chip who will print the labels. The announcement will invite residents of CCFD#6 to an open house at the fire station on a date to be determined and advertise the department's new website.

It will also explain the need for and process of property “inspections”. It will be stressed that property visits are not mandatory and anyone can decline. Every effort will be made to accommodate each resident’s level of interest and/or participation in the inspection of their property and the project at large. The goals of the program will be outlined as well. So far they include:

1. Introduce the Fire Department to the residents of our district.
2. Determine the level of emergency preparedness among residents. Can they do without power or bridges for two weeks?
3. Ask if they support/welcome the addition of emergency shelter capability to the fire hall.
4. Survey access to homes and other structures looking for overhanging branches, locked gates, compromised or sketchy looking culverts or bridges that could delay an emergency response. Offer advise/help with any problems found.
5. Provide smoke alarms and/or replacement batteries as needed.
6. Recruit new volunteers for the department.

Announcements:

Meeting adjourned at 20:21

Read and approved on April 20, 2015, by

Commissioner

Commissioner

Commissioner

Secretary