

## **Monthly Commissioner Meeting Minutes**

### **October 19, 2015**

Meeting convened on October 19, 2015 at 19:03 at Three Rivers Fire Hall by Chairman, Chip Keen.

**Commissioners Present:** Chip Keen, Tom Rosmond, and Scott Horton

**Officers Present:** Patt Bruce (Secretary)

**Other Attendees:** Bob Wishon

**Changes/Additions to Agenda:**

1. New business item #1 was moved ahead of all the reports so Bob Wishon could get home.

Minutes of the previous meeting were read, approved, and signed by Chip and Tom.

**Secretary's Report:**

1. U S Fire Equipment, LLC has sent a signed and notarized affidavit relinquishing any ownership of or interest in the pumper (E61). Patt will use that to obtain a new copy of the title from the Secretary of State's office.
2. Patt spoke with Mike Gentry of Clausen Engineers about hiring him to determine how to retrofit the fire hall. He will be out of the country for several weeks, but seemed eager to take the job and will contact CCFD#6 upon his return. He has had other clients lacking blueprints and feels confident he can perform the job without them. It was suggested that in the meantime we contact the volunteers who built the fire station to determine if plans or blueprints ever existed. Patt will try.
3. In an attempt to complete as many incidents reports on the ERS as possible, Patt has begun compiling all the information that can be found for all pending incidents involving CCFD#6. Chip recommended putting them in a binder for volunteers to read through and complete where possible if they responded to a call. He also suggested contacting Jeff Baysinger and other retired volunteers as well. Patt will

- leave the binder of pending incidents at the fire hall and scan any incidents that cannot be completed by active personnel to send to former Chief Baysinger.
4. Chip moved that the Application for Eligibility in the Federal Surplus Property Program be put on hold until the ERS is updated. Scott seconded, all agreed.

**Financial Report:**

1. (7) Warrants totaling \$1,160.26 were requested on the Claims Payment Request dated 10/19/2015 to cover expenses incurred from 9/22/15-10/19/15. Chip moved to approve the request, Tom seconded, all agreed and signed the Claims Payment Request.

**Mechanic's Report:**

1. New batteries have been installed in the tender (T61). Tom Rosmond noted that they need a strap or brace added to better secure them.
2. (T61)'s electrical system has been inspected and approved by Forks Auto Electric.
3. The right taillight on (T61) has been replaced.

**Chief's Report:** None

**Other Reports:**

1. Scott Horton's enhanced maps of properties within CCFD#6 have been added to the department's website.

**Old Business:**

1. New traffic control paddles and high visibility vests have been purchased and placed on the brush truck (B61).
2. The first annual interdepartmental BBQ for west end fire departments, CCFD#1, CCFD#6 and La Push Fire was held on 10/3/15. All attendees present reported having a great time and great food.

**New Business:**

1. Bob Wishon addressed the board about exchanging and/or acquiring a new firefighting apparatus offering several good avenues to pursue. Chip moved that all active department personnel first be polled to determine exactly what features are needed & desired before shopping and buying any new trucks. Scott seconded, all agreed. Chip then suggested those present begin compiling the list of desired features. All present agreed that any new truck should:

- Be smaller & easier to maneuver
- Have good water capacity
- Have a diesel engine
- Be newer & in better condition than current trucks
- Have fewer electronics
- Have a long hard line hose
- Have an automatic transmission
- Be easier to operate

Chip then commented that the Joyce Fire Department has a new truck that seems to fit our needs and offered to contact them to learn more about it.

2. The community outreach campaign continues to go well. Tom and Patt will resume canvassing the district Saturday morning and hopefully complete Mora Rd. While the verbal feedback regarding the emergency shelter has been mostly positive, a few residents have voiced some concerns. Chip read an opinion letter written by Lyle and Josie Whidden expressing reasons they are not in favor of converting the existing fire hall into a temporary emergency shelter. Essentially they would not have need of the shelter and fear that although the construction of the shelter would be funded by grant monies, the increased cost of the upkeep on the building and shelter would inevitably become a tax burden on district residents. All agreed that the Whiddens made very good points.
3. Chip and Tom will be meeting with Enduris Wednesday afternoon, 10/21/15, to hear a competitive proposal before making the final decision on purchasing insurance for the fire station in 2016.
4. The levy information should be arriving from the county at the end of October and is required to be completed and submitted with the annual budget for 2016 by the end of November. Chip requested that the auditing officer examine the 2015 expenditures to ensure that proper BARS numbers are referenced in the 2016 budget to better align with the department's expenses. Patt will have the Levy Request and list of department expenditures at the next meeting so that the 2016 Budget, Levy Request, and corresponding Resolution can be completed and signed.
5. The inventory list and policy remain works in progress.

**Announcements:** Chip Keen will be out of the district from ??

Meeting adjourned at 20:05

Read and approved on November 16, 2015, by:

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Commissioner, Chip Keen

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Commissioner, Scott Horton

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Commissioner, Tom Rosmond

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Secretary, Patricia Bruce