

Monthly Commissioner Meeting Minutes September 21, 2015

Meeting convened on September 21, 2015 at 19:07 at Three Rivers Fire Hall by Chairman, Chip Keen.

Commissioners Present: Chip Keen and Tom Rosmond

Officers Present: Patt Bruce (Secretary) Scott Swagerty (Chief)

Other Attendees: Gordon MacIvennie (Representative of MacIvennie Associates, Inc. insurance agency)

Changes/Additions to Agenda:

1. New business item #1 was moved ahead of all the reports so Gordon could get on the road home as soon as possible.
2. New business item #8 was postponed until the next meeting because Scott Horton, who has taken the lead position on the establishment of the department's inventory policy, was not in attendance.

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

Secretary's Report:

1. U S Fire Equipment, LLC has found their copy of the pumper's (E61) title and said that they sent our copy with the truck when it was purchased in 2012. They have agreed to send a signed and notarized affidavit relinquishing any ownership of or interest in the fire truck so that a new copy of the title can then be ordered from the Secretary of State's office.
2. The Coastsavers were very grateful for the donated use of the fire hall on 9/19/15 to host and feed volunteers on the national Annual Beech Cleaning Day.
3. There was no significant progress made on the Application for Eligibility in the Federal Surplus Property Program.

Financial Report:

1. All of the BARS numbers affected by the Whidden's invoice have been adjusted by the county and are now correct.
2. (5) Warrants totaling \$1,023.66 were requested on the Claims Payment Request dated 9/21/2015 to cover expenses incurred from 8/18/15-9/21/15. Chip moved to approve the request, Tom seconded, and both commissioners signed the Claims Payment Request.

Mechanic's Report:

1. New jumper cables, capable of supplying adequate voltage to charge the fire trucks, have been purchased and hung on the peg board. Chief Swagerty recommended moving them to the tender (T61) due to its recent and repeated failures to start. All present agreed.
2. The belts on (T61) were inspected and tightened. The alternator belt had the proper tension and was in good working order but the fan belt needed adjusting.
3. Don Dilley has recommended taking the tender (T61) to Forks Auto Electric to have the batteries checked. All present agreed.

Chief's Report:

1. The DNR has decided to lift the burn ban on the regular seasonal date of October 1st even though there was a significant drought throughout the summer.
2. Although the DNR has not responded to recent fires in their jurisdiction occurring within the borders of CCFD#6, they have agreed to do so in the future IF & WHEN CCFD#6, or one of its mutual aid partners, requests mutual aid of the DNR from the scene of the fire.
3. The Fire Chiefs from CCFD#1, CCFD#6 and La Push Fire have decided to host a BBQ for all volunteers and their significant others at Tillicum Park on 10/3/15.

Other Reports: None

Old Business:

1. The new containment device for securing the air tanks during charging has arrived and is ready for use.

New Business:

1. Gordon MacIvennie, who amicably took over for Fournier, the department's current insurance provider, presented a very

comprehensive quote. He only deals with emergency and fire departments and does NOT recommend or participate in insurance pools like Fournier did. His quote offered more and better coverage for \$400 less than the current policy. While outlining specific coverage it was discovered that the valuations of some assets were in need of adjustment. Chief Swagerty then asked about additional coverage for the volunteer firefighters. Gordon agreed to send a revised quote covering all assets for their correct valuations along with a quote for supplemental injury, illness and death. The commissioners agreed to compare Gordon's revised quote with the quote from Enduris before purchasing coverage for 2016.

2. The 2014 Pension Participation Certification Form was completed and signed by Chief Swagerty and Commissioner Keen. Patt will return the completed form to the BOVFF.
3. The Community Outreach Campaign is well under way. All properties in district #6 located off La Push Rd. and all properties off Mora Rd., west of Richwine Rd. inclusive, have been visited leaving only the Quillayute Prairie and Mora Rd. east of Richwine Rd. to be completed. So far all volunteers have been very well received by most of the residents encountered during the visits.
4. Patt contacted Clausen Engineers regarding retrofitting the fire station to better withstand an earthquake. Their architect, Mike Gentry, quoted a price range of \$500 to around \$1600 to complete the assessment and recommendations for the building depending on the existing construction and availability of blueprints. No blueprints were found in the department's files and no blueprints were ever filed with Clallam County. The fire station was built in 1983 by volunteers and the county only began requiring blueprints as of 1991 so the job will likely run toward the high end of the quote. Chip moved to hire Clausen Engineers for the job and Tom seconded. Patt will notify Clausen Engineers.
5. After deciding at a previous meeting to focus only on incidents occurring during the current administration, it was discovered that unless incidents are completed and exported through the Emergency Reporting System they are not recognized by FEMA as having occurred. Since all potential grants are based on the number and types of calls answered, Chip, Tom and Scott Swagerty agreed that all calls CCFD#6 has responded to need to be reported on the ERS. Patt will cross reference all of the department's existing incident reports with the corresponding data reported to ERS and with the help

of the entire department will try to complete and export as many answered calls as possible.

6. During the community canvassing, it was recommended that the fire department get a FaceBook page. All in attendance agreed it would be a good idea and a volunteer(s) is being sought to open and monitor the page.
7. There has still been no word from the Mayor's office regarding the request for an agreement between CCFD#6, Lyle Nielson, and the City of Forks to have the water tank at the airport equipped with an auto-fill device.

Announcements: Patt Bruce will be out of the district from 9/22/15 – 10/7/15.

Meeting adjourned at 20:25

Read and approved on September 21, 2015, by:

Commissioner, Chip Keen

Commissioner, Scott Horton

Commissioner, Tom Rosmond

Secretary, Patricia Bruce