

Monthly Commissioner Meeting Minutes December 12, 2016

Meeting convened on December 12, 2016 at 19:05 at Three Rivers Fire Hall by Chairman, Chip Keen.

Commissioners Present: Chip Keen, Tom Rosmond

Officers Present: Patt Bruce (Secretary), Scott Swagerty (Chief), Jason Annis (Captain)

Other Attendees: None

Changes/Additions to Agenda:

1. (4) items were added to the Chief's Reports

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

Secretary's Report:

1. The 2017 Budget and Levy Request have been submitted to the County Assessor's Office and Clallam County Commissioner's Office.

Financial Report:

1. The \$480.00 rebate check from Motorola was received on 12/12/16. Patt will deposit the check into the district's fund at the County Treasurer's Office tomorrow 12/13/16.
2. (8) Warrants totaling \$3,400.23 were requested on the Claims Payment Request dated 12/12/16 as follows:
 - \$200.00 for monthly secretarial services
 - \$60.28 for monthly utility service
 - \$153.23 for annual fire extinguisher inspection & maintenance
 - \$1,383.28 for annual SCBA inspection & maintenance
 - \$173.44 for repair of air compressor valve on E61
 - \$250.00 for WFCFA 2017 Membership Dues
 - \$250.00 for reimbursement of Chief's health insurance
 - \$930.00 for 2017 Pension & Disability remittance to the BOVFF

Chip moved to approve the request, Tom seconded. Both commissioners signed the request.

Chief's Report:

1. Jason reviewed the results of the cascade system's air quality test because he has the most experience with SCBA's and found everything to be in order. The system is functioning properly and passed the test.
2. The first (8) tanks sent to SeaWestern have been hydrotested and are expected to be returned after the first of the year. As soon as the tested tanks are back in service, Chief Swagerty will send the remaining tanks to SeaWestern for testing.
3. CCFD#6 responded to a mutual aid call for a small heater fire in CCFD#1.
4. Property owners on Wilson Rd. were accidentally locked onto their property when one of their two access gates was closed and locked. Jason was able to unlock their gate for them.
5. The Secretary from CCFD#1 is planning to attend our next commissioners' meeting. She is expected to provide more information on the WFCA health insurance program.
6. Paul Hampton has contacted Chief Swagerty regarding the time frame for moving and plumbing the water storage tank at the Quillayute Airport. All present agreed that it would best be accomplished in the spring of 2017.

Mechanic's Report:

1. Shane Anderson has replaced the 100 amp circuit breaker but the new 240 amp main breaker is still on order. He will replace that breaker as soon as it arrives.

Other Reports: None.

Old Business:

1. The new Ford F550 cab and chassis ordered from Columbia Ford is expected to be delivered in January. Chief Swagerty has contacted Braun, Trivan, and U.S. Fire Equipment to get bids for the up-fit.
2. Confirmation was sent by the DNR that our application for the 2017 Wildland Fire Preparedness Grant was received before the deadline.
3. Application for Eligibility in the State of Washington Surplus Property Program remains a work in progress.
4. Chief Swagerty has started the list of small and attractive assets that will be included on the inventory report with the capital assets. The list should be completed by the end of the year.
5. Due to the inability to obtain bids for the generator project and the fact that much of district's reserved funds are being spent on a new brush truck, Chip moved to postpone all work and discussion of a back-up generator for the fire station until further notice. Tom seconded.

6. Tom placed an initial order of (25) CCFD#6 patches which are expected to arrive by the end of the week. If the patches meet expectations, additional patches can be ordered at any time. If they do not meet expectations, changes can be made to the design and a new order can be placed.

New Business:

1. The commissioners were reluctant to sign the interlocal agreement to participate in the WFCM health insurance program and the corresponding Employer Application due to language used in the documents naming CCFD#6 as “employers” and as such making the district responsible for all payments of insurance premiums. Chip moved to postpone the entire enrollment process until the commissioners have a better understanding of the potential ramifications involved. Tom seconded. The discussion will be continued at the next commission meeting.
2. Chip moved to make health insurance reimbursements available to all volunteers of CCFD#6 equally as the budget allows. Tom seconded.
3. Tom moved to compensate Jason Annis for his expertise and work on repairing the bay wall at the fire station, Chip agreed but Jason refused any and all payments.

Announcements: Patt will be out of the district from 12/13/16-1/6/17.

Meeting adjourned at 20:45

Read and approved on January 16, 2017, by:

Commissioner, Chip Keen

Commissioner, Scott Horton

Commissioner, Tom Rosmond

Secretary, Patricia Bruce