

Monthly Commissioner Meeting Minutes

June 20, 2016

Meeting convened on June 20, 2016 at 19:04 at Three Rivers Fire Hall by Chairman, Chip Keen.

Commissioners Present: Chip Keen, Tom Rosmond, Scott Horton (arrived @ 19:35)

Officers Present: Patt Bruce (Secretary)

Other Attendees: None

Changes/Additions to Agenda:

1. Chief Swagerty was not in attendance so the Chief's reports were not delivered.
2. New Business item #1, repair of the urinal, was added to the agenda.

Minutes of the previous meeting were read, approved, and signed by Chip and Tom. Scott Horton read and signed the minutes upon his arrival.

Secretary's Report:

1. The 2015 Annual Report was completed, approved and submitted before the May 31, 2016 deadline.
2. The First Aid/CPR training and Fire Behavior training completed by volunteers of CCFD#6 have been added to the ERS. The SCBA maintenance records still need to be added.

Financial Report:

1. (5) Warrants totaling \$448.87 were requested on the Claims Payment Request dated 6/20/16 to cover expenses incurred from 5/17/16-6/20/16. Chip moved to approve the request, Tom seconded and both commissioners signed the Claims Payment Request. Scott approved and signed the request when he arrived.

Chief's Report: None

Mechanic's Report: None

Other Reports: None.

Old Business:

1. The Application for Eligibility in the State of Washington Surplus Property Program remains a work in progress.
2. Chip moved that since the decision was reached not to upgrade the fire station to serve as an emergency shelter, thereby negating the need for further community input on the subject, and since over 90% of all properties in the district have been visited, no further canvassing would be necessary. He recommended beginning the process of summarizing the data already collected during the visits. Tom seconded, all agreed.
3. Chip sought (2) bids for new bay doors with automatic openers. The estimate from M & P Overhead Garage Doors came in at \$6,494.25 including installation and shipping. The bid from Olympic Garage Doors was \$7,480.00 and did not include installation. Tom moved that the doors be purchased from and installed by M & P Overhead Garage doors. Scott seconded, all agreed. Tom researched shear wall design and determined that it requires (2) layers of plywood with no overlapping of any seams and high quality nails. Chip suggested OSB board may be the best material to use. Tom will take measurements, order the wood, and design the layering for optimal strength.
4. The Inventory Policy remains a work in progress.
5. Nothing new to report regarding the acquisition of a back-up generator.
6. The CCFD#6 patch design remains a work in progress.
7. Scott Horton reported that the 2017 Wild Land Fire Preparedness Grant is expected to open in July. He will have more information at next month's meeting.

New Business:

1. It was discovered during the meeting that the urinal in the men's bathroom was leaking. Chip and Scott tried but failed to repair it on the spot. Patt will see if Don Dilley can fix it. If he is not able, she will call a professional plumber.

Announcements: None

Meeting adjourned at 19:51

Read and approved on July 18, 2016, by:

Commissioner, Chip Keen

Commissioner, Scott Horton

Commissioner, Tom Rosmond

Secretary, Patricia Bruce