

Monthly Commissioner Meeting Minutes

May 16, 2016

Meeting convened on May 16, 2016 at 19:09 at Three Rivers Fire Hall by Chairman, Chip Keen.

Commissioners Present: Chip Keen, Tom Rosmond, Scott Horton

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

Other Attendees: None

Changes/Additions to Agenda:

1. New Business item #2, acquisition of new brush truck, was covered in the Chief's Reports.

Minutes of the previous meeting were read, approved, and signed by all three commissioners.

Secretary's Report:

1. The 2015 Annual Report is nearly complete. The resolutions passed in 2015 still need to be uploaded to the report. As soon as the zip file is attached, Chip will double check all the information and submit the report by the May 31, 2016 deadline.
2. Repair and Maintenance records for all department apparatuses have been added to the Emergency Reporting System. Chief Swagerty would like the records for the SCBA's and recent CPR training added as well.

Financial Report:

1. Proceeds of \$21.00 from the 4/23/16 rental of the fire hall have been deposited into the district's fund held by the County Auditor's Office.
2. (6) Warrants totaling \$2,838.30 were requested on the Claims Payment Request dated 5/16/16 to cover expenses incurred from 4/19/16-5/16/16, Chip moved to approve the request, Scott seconded, all agreed and signed the Claims Payment Request.

Chief's Report:

1. The CPR cards have arrived and been distributed to the volunteers who completed the first aid training on 2/16/16.
2. New t-shirts arrived for all volunteer firefighters. Chief Swagerty is still working on the acquisition of class B uniforms. He will be meeting with Mark LeMay to get a cost estimate before ordering.

3. Chief Swagerty spoke with Phillip at the Department of Enterprise Services about purchasing a new brush truck in conjunction with the Department of Natural Resources in an attempt to get their preferred pricing, but all DNR orders have been placed for 2016. He was then referred to a dealership in Vancouver WA who is able to sell trucks to government agencies at a substantial discount. The estimated cost of a cab and chassis of equal size and power to the ones used by the DNR is @ \$41,000.00. The Chief is also researching a possible trade, with a local fire department, of our pumper (E61) with one he believes would better suit the needs of our rural district. If the commissioners of the district in possession of that pumper agree to the trade, the Chief will then bring the truck to the fire station so all active department members will have a chance to check it out and make sure it is a better fit.

Mechanic's Report:

1. The tank fill valve and front intake drain on E(61) have been repaired. The pumper is now drafting properly and has passed the vacuum tests.

Other Reports: None.

Old Business:

1. The Application for Eligibility in the State of Washington Surplus Property Program remains a work in progress.
2. There are still some properties on the Quillayute Prairie that need to be visited to complete phase one of the Community Outreach Campaign.
3. Kers Clausen has completed the structural evaluation of the station's building. The only area in need of fortification is the wall containing the bays/doors. Kers recommended building a stabilizing wall extending off of the bay wall and then running a support beam from that across the top of the entire wall. He estimated his fee for the design and planning to be between \$10,000.00 & \$20,000.00 which would not include any labor or materials. Chip moved to replace the existing doors with new insulated ones and add shear walling around the bays with earthquake ties and metal strapping across the top which would save the district lots of money. Tom seconded, all agreed. Chief Swagerty recommended the new doors be equipped with automatic openers, all agreed.
4. The department's Inventory Policy remains a work in progress.
5. Nothing new to report regarding the acquisition of a back-up generator.
6. Tom brought his tablet which was able to show what the pictures he took of the junction of the three rivers would look like on a patch. Chief Swagerty suggested adding a maltese cross around the picture. Tom will look into it.

New Business:

1. Chip moved to approve the policy delegating spending authority to officers of CCFD#6. Scott seconded, all agreed.

Announcements: The interdepartmental BBQ for volunteer firefighters was moved to June 18, 2016.

Meeting adjourned at 20:10

Read and approved on June 20, 2016, by:

Commissioner, Chip Keen

Commissioner, Scott Horton

Commissioner, Tom Rosmond

Secretary, Patricia Bruce