

Monthly Commissioner Meeting Minutes

February 20, 2017

Meeting convened on February 20, 2017 at 19:00 at Three Rivers Fire Hall by Chairman, Chip Keen.

Commissioners Present: Chip Keen, Tom Rosmond, Scott Horton

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

Other Attendees: None

Changes/Additions to Agenda:

1. The approval and signing of the Claims Payment Request was moved to the end of the meeting so the Commissioners could first discuss and approve the hiring of Harriet Strasberg before authorizing her retainer fee.

Minutes of the previous month & special meetings were read, approved, and signed by all three commissioners.

Secretary's Report:

1. John Hall rented the firehall to teach a swift water rescue class on 2/6/17.
2. The 2017 Jurisdiction survey was completed and filed with the County Auditor
3. The title for the new brush truck, the license plates, registration, and insurance ID cards have all arrived.

Financial Report:.

1. \$20.00 from the 2/6/17 rental of the firehall was deposited into the district's fund at the County Treasurer's Office.
2. (12) Warrants totaling \$3,394.69 were requested on the Claims Payment Request dated 2/20/17 as follows:
 - \$200.00 for monthly secretarial services
 - \$216.66 for monthly utility service
 - \$47.75 for Title & registration of new brush truck
 - \$453.64 for 2016 cleaning & repair to building
 - \$589.97 for 2016 grounds keeping
 - \$17.20 for cat litter for oil containment
 - \$250.00 for reimbursement of Chief's health insurance
 - \$15.99 for website domain name

- \$501.85 for replacement of two failed circuit breakers
- \$1.63 for weed control
- \$100.00 for Snure Seminar training regarding bid laws
- \$1,000.00 for legal retainer for Harriet Strasberg

Chip moved to approve the request, Tom seconded. All three commissioners agreed and signed the Claims Payment Request.

Chief's Report:

1. The remaining (8) air tanks were sent out for hydro testing and should be back in service by mid March.
2. A possible exchange with CCDF#1 of fire apparatuses is still in the works. All parties need to agree that any potential trade be equitable to both districts. CCFD#1 will discuss the topic at an upcoming meeting of commissioners and will contact Chief Swagerty with any updates.

Mechanic's Report:

1. The new 240 amp main breaker has arrived and been installed.

Other Reports: None.

Old Business:

1. Brian Snure has been hired to prepare a bid contract for the new brush truck upfit. He will also write the required legal notice that will be published in the Fork's Forum as soon as the bid contract has been completed and approved.
2. The Application for Eligibility in the State of Washington Surplus Property Program remains a work in progress.
3. The inventory list of small and attractive assets is complete.
4. The improved second version of the CCFD#6 patch is on order and is expected to arrive soon.
5. Brian Snure has advised the district not to sign the WFCA interlocal agreement or Employer Application until the district is fully compliant with the IRS. Chip moved that the agreement and application remain unsigned until the district is IRS compliant but that the district continue in its effort to offer WFCA health insurance participation to all district members as a recruitment and retention tool. Tom seconded, All agreed.

New Business:

1. In order to sign the agreement to participate in the WFCA insurance program, CCFD#6 needs to become an employer. Chip moved that Scott Swagerty be hired to perform duties other than those he already volunteers to do. Tom seconded, motion unanimously carried. Chip then moved that a

lawyer specializing in employment law be hired to ensure the district becomes and remains IRS compliant. Scott seconded, motion unanimously carried. Lastly, Chip moved that the County be hired to handle the associated payroll duties. Scott seconded, all agreed.

Announcements: None.

Meeting adjourned at 20:08

Read and approved on March 20, 2017, by:

Commissioner, Chip Keen

Commissioner, Scott Horton

Commissioner, Tom Rosmond

Secretary, Patricia Bruce