

Monthly Commissioner Meeting Minutes

June 19, 2017

Meeting convened on June 19, 2017 at 19:01 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: None

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

Secretary's Report:

1. The 2016 Annual Report has been successfully submitted to the State Auditor's Office.

Financial Report:

1. (4) Warrants totaling \$411.68 were requested on the Claims Payment Request dated 6/19/17 as follows:
 - \$200.00 for monthly secretarial services
 - \$76.26 for monthly utility service
 - \$119.00 for annual P.O. Box rental & stamps
 - \$16.42 for shipping of repair parts

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

2. Chief Swagerty submitted his time sheet for the period of 5/15/17-6/18/17. He worked a total of 23.8 hours for a gross pay of \$261.80.
3. Chief Swagerty will prepare and submit his electronic time sheet to the Clallam County Auditor's Office.

Chief's Report:

1. The Emergency Vehicle Driving Certifications are only valid for three years which means that all CCFD#6 volunteers need to retake the driver's training as soon as possible. CCFD#1 will let us know when their volunteer trainers have completed their certifications and are ready to start EVIP classes.
2. The Bureau of Indian Affairs sponsored a live fire training in La Push on 6/9/17-6/11/17. Some volunteers from CCFD#1 attended the Hazmat portion of the training, but no one from CCFD#6 was able to attend.

Mechanic's Report:

1. Lyle Whidden has the replacement valve and is ready to repair the leak of T61. Chief Swagerty would like to schedule the work on a Wednesday so volunteers could transport the tender to Lyle's shop after a Tuesday drill night. Patt will contact Lyle to make arrangements.

Other Reports: None.

Old Business:

1. The Application for Eligibility in the State of Washington Surplus Property Program remains a work in progress..
2. Chief Swagerty spoke with Lloyd at U.S. Fire Equipment regarding the upfit on the new brush truck. They expect the work to be completed by the 3rd week of July which is past the 5/20/17 deadline specified in the bid contract. The department will be credited \$50.00 per calendar day past the deadline as outlined in the contract.
3. Brian Moody submitted a bid for the repair of the station's south wall. He proposed to complete the work by 9/30/17 for \$3,280.00 which includes all taxes but does not include painting the wall, which would cost an additional \$550.00 Chip moved to accept the bid for the repair and the painting. Tom seconded, motion carried unanimously. Chief Swagerty will contact Brian Moody with the commissioners decision.

New Business:

1. The welding repair to T61 will need to be painted once complete. Chief Swagerty recommended Rigby's Auto Repair for the job. All three commissioners agreed that it would be in the department's best interest to complete the work locally to save on transportation costs and to minimize the time the apparatus is out of service.

Announcements: Free Ham Radio classes are being offered in Forks on 7/15/17 & 7/16/17. All members of CCFD#6 are encouraged to attend. Chairman Chip Keen plans on attending and will report back at next month's meeting.

Meeting adjourned at 19:45

Read and approved on July 17, 2017 by:

Commissioner, Chip Keen

Commissioner, Scott Horton

Commissioner, Tom Rosmond

Secretary, Patricia Bruce