

Monthly Commissioner Meeting Minutes March 20, 2017

Meeting convened on March 20, 2017 at 19:06 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: Bill Paul (CCFD#1 Chief & CCFD#6 Volunteer)

Changes/Additions to Agenda:

1. Chief Paul added some items of interest to the Chief's Reports
2. Old Business item #3 was moved to New Business item #3 because information from New Business item #2 was required for completion.

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

Secretary's Report:

1. A request for CCFD#6 employment records was made by American Transparency of Boca Raton FL and answered on 3/7/17. The commissioners would like future requests of this nature to be presented to the board prior to responding.

Financial Report:

1. (10) Warrants totaling \$1870.38 were requested on the Claims Payment Request dated 3/20/17 as follows:
 - \$200.00 for monthly secretarial services
 - \$130.16 for monthly utility service
 - \$74.58 for repair of saw
 - \$240.26 for hydro testing of (8) air tanks & repair of (1) cylinder
 - \$138.25 for CCFD#6 patches
 - \$127.38 for diamond saw blade

- \$250.00 for reimbursement of Chief's health insurance
- \$29.75 for legal notice of call for bids for upfit on new brush truck
- \$105.00 for insurance for new brush truck
- \$575.00 for preparation of bid contract for upfit of new brush truck

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

Chief's Report:

1. The second batch of (8) air tanks passed their hydro-tests and were returned to service. One tank had a cylinder replaced.
2. Chief Paul reported that he and the commissioners of CCFD#1 discussed exchanging their E9-2 with our E6-1 at their March meeting. They are willing to consider some form of exchange provided all officers of CCFD#1 first agree that the trade would be beneficial to their department. Chief Paul will examine E6-1, take photos, and report back.
3. Chief Paul also reported that, as a result of an increase in calls due to carbon monoxide detectors going off, he has begun locating and testing uncapped gas & oil wells in his district. He is compiling a folder of his findings and plans to log monthly test results until the wells are properly capped. He is aware of (3) such wells located within the boundaries of CCFD #6, (2) on the 5,000 Rd and (1) on Graham Rd. but has yet to test them. Chief Swagerty would like to be there when Chief Paul performs the tests in district #6. Sunoco, which still owns one of the wells, has expressed an interest in sending engineers to examine the wells. Both local Fire Chiefs plan to accompany the engineers during their inspections.

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. The improved upon second batch of CCFD#6 patches arrived and look great. Attempts will be made to find a qualified party to apply the patches to personnel's jackets.

New Business:

1. Sealed bids for the upfit on the new brush truck were opened and read by Lead Commissioner, Chip Keen, at an open public meeting on 3/15/17 at 17:00 at Three Rivers Fire Hall. Only one bid was received. It came from U.S. Fire Equipment who agreed to complete the work as outlined in our bid contract for \$63,163.63 + tax. The only other response was from a vendor who declined to bid on the contract because they are backlogged and unable to finish the build in a timely manner. Chip moved to accept the bid from U.S. Fire Equipment, Tom seconded, the motion unanimously carried. Chip will send the contract to U.S. Fire Equipment who will begin the build. Chief Swagerty will stay in close contact with the builders to ensure all specifications outlined in the contract are being met.
2. Harriet Strasberg, Attorney at Law, was hired to write an employment contract outlining the agreements under which CCFD#6 will hire Scott Swagerty to perform duties as Chief of CCFD#6 other than those associated with voluntarily providing emergency response as a firefighter. The contract states that the district will pay Scott the hourly rate of the minimum wage of the state of Washington throughout his period of employment with no other benefits or compensation. Chip moved to approve the contract, Scott Horton seconded, the motion unanimously carried. Scott Swagerty signed the contract as did Chip on behalf of CCFD#6 as the "employer".
3. Now that CCFD#6 is an IRS compliant employer, Chip moved to sign;
 - the WFCA Inter-local Agreement
 - the corresponding Resolution #2017.1 regarding the adoption of the inter-local agreement
 - the Employer Application form for the WFCA's Health Care Program
 - the corresponding Resolution #2017.2 regarding volunteer access to health care through the WFCAwhich will enable all district members to purchase health insurance through the association should they desire. Tom seconded, the motion unanimously carried. The commissioners hope this will prove to be a good tool for recruiting and keeping volunteers. Patt will submit copies of all necessary paperwork to the WFCA and TPSC Insurance.

Announcements: None.

Meeting adjourned at 20:01

Read and approved on April 17, 2017, by:

Commissioner, Chip Keen

Commissioner, Scott Horton

Commissioner, Tom Rosmond

Secretary, Patricia Bruce