

Monthly Commissioner Meeting Minutes

August 20, 2018

Meeting convened on August 20, 2018 at 19:02 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 #1, review and approval of insurance coverage renewal, was moved to the top of the agenda so that the Claims Payment Request in the Financial Report could be approved and signed.
2. One item was added to the Chief's Report

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

Secretary's Report: None

Financial Report:

1. The insurance recovery checks totaling \$12,860.72 were deposited into the district's fund on 7/19/18.
2. (7) Warrants totaling \$4,735.20 were requested on the Claims Payment Request dated 8/20/18 as follows:
 - \$200.00 for monthly secretarial services
 - \$69.24 for monthly utility service
 - \$45.56 for wet/dry vacuum
 - \$30.51 for hardware to repair water damaged studs
 - \$59.89 for treated lumber to repair water damaged studs & footing
 - \$70.00 for payroll administration fees
 - \$4,260.00 for insurance 9/1/18 – 8/31/19

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

3. Chief Swagerty submitted his time sheet covering the period 6/18/18-7/15/18 for approval. His Payroll Certification of 22 hours of work for a total gross pay of \$253.00 was signed by all three commissioners and designee Patt Bruce.

Chief's Report:

1. There were (3) fire calls as follows:
 - 8/9/18 Illegal burn. Chief responded and educated resident regarding the state wide burn ban
 - 8/16/18 structure fire-detached garage. Garage & pump house were fully consumed but the house and surrounding property was saved. No injuries were reported.
 - 8/17/18 single vehicle accident on 110 W. No injuries reported.
2. La Push Fire has invited CCFD#6 volunteers to join in their live burn training being held 8/24/18-8/26/18

Mechanic's Report:

1. The service to E61 is still pending. Chief Swagerty was hoping to save on travel time by having U.S. Fire Equipment perform the work when they come out to service CCFD#1 which has yet to be scheduled.

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 has not had a chance to reorder district t-shirts for the new recruits. In an attempt to support local businesses, it was suggested that we contact Strait8 for a bid on the shirts as well. Patt will do the follow up and order the shirts from the best overall vendor.
3. More repairs have been performed to the water damaged station as follows:
 - The rotted studs and rotted portion of the bottom Southwest wall frame have been replaced with pressure treated lumber
 - The warped cabinets in the kitchen have been repaired with MDF and are ready to be painted

New Business:

1. The renewal of insurance coverage from Enduris was approved by all three commissioners and the corresponding invoice was approved for payment in the financial reports above.
2. The unauthorized use of the parking areas at the station has become critical. Chip moved that signs prohibiting parking by any unauthorized vehicle be posted on the southwest side of the lot and signs allowing for parking by permit only be posted on the northeast

side of the lot. He also moved that in exchange for one year of permitted parking, the owners of Three Rivers Resort will, at their expense, restore and maintain the parking area and that the terms of this permitted parking be readdressed at the end of that year. Scott seconded, motion carried. Chip will order the signs.

Announcements: Commissioner Keen will be out of the district for several weeks and may not be able to attend the next meeting.

Meeting adjourned at 20:04

Read and approved on September 17, 2018 by

Commissioner, Chip Keen

Commissioner, Scott Horton

Commissioner, Tom Rosmond

Secretary, Patricia Bruce