

## ***Monthly Commissioner Meeting Minutes February 19, 2018***

Meeting convened on February 19, 2018 at 19:10 at Three Rivers Fire Hall by Chairman, Chip Keen.

**Commissioners Present:** Chip Keen, Scott Horton

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

**Other Attendees:** None

**Changes/Additions to Agenda:** None

Minutes of the previous month's meeting were read, approved, and signed by Commissioners Keen & Horton.

### **Secretary's Report:**

1. The 2017 Pension Participation Certification Form needs to be filled out and returned to the BVFF by 4/1/18.
2. The Certification of Levies Report arrived from the County Assessor's Office. The total taxable value of property in our district is \$36,619,730.00 and so the total tax revenue expected to be collected in 2018 on behalf of the fire department is \$33,664.85

### **Financial Report:**

1. (4) Warrants totaling \$1,388.40 were requested on the Claims Payment Request dated 2/19/18 as follows:
  - \$200.00 for monthly secretarial services
  - \$166.02 for monthly utility service
  - \$500.00 for grant writing
  - \$522.38 for SCBA flow tests

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

2. Chief Swagerty submitted his time sheet covering the period 1/15/18-2/18/18 for approval. His Payroll Certification of 22.00 hours of work for a total gross pay of \$253.00 was signed by Commissioners Keen & Horton and by designee Patt Bruce.

**Chief's Report:**

1. CCFD#6 Volunteer Firefighter, Jim Heuring met with technicians from SeaWestern who came out to perform the flow tests on our SCBA's. No problems were reported.
2. The Firefighter Appreciation Day has been set for Saturday, March 3, 2018. The event will begin at 5:00 pm at 91 Maple Ave. in Forks, (the community side of the Forks Aquatic Center).
3. CCFD#6 Volunteer Firefighter, Bridgette Soha, has earned her credentials to teach CPR and will be training district personnel on the evenings of 2/20/18 & 2/27/18 beginning at 6:00 pm

**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 recently repaired station wall has still not been painted. The commissioners agree that the rainy weather is predominantly to blame for the delay. Moody Construction has not submitted an invoice for the repair work they have already performed, but if they do, Chip moved to pay half of the total due and hold the remainder until the wall is painted and complete. Scott seconded, motion carried.
3. The \$12,000.00 reimbursement check from the DNR Grant has arrived in the mail today. Patt will deposit the check into our fund at the County Treasurer's Office.
4. The AFG Fema Grant application was completed, with the help of grant writer, Barbara Elk Arthur, and submitted before the February 2, 2018 deadline.

**New Business:**

1. None

**Announcements:** None

Meeting adjourned at 19:46

Read and approved on March 19, 2018 by:

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Commissioner, Chip Keen

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Commissioner, Scott Horton

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Commissioner, Tom Rosmond

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Secretary, Patricia Bruce