

Monthly Commissioner Meeting Minutes January 15, 2018

Meeting convened on January 15, 2018 at 19:04 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: Bridgette & Mary Soha (Arrived @ 19:28)

Changes/Additions to Agenda:

1. (2) items were added to new business by Bridgette Soha

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

Secretary's Report: None

Financial Report:

1. The 1099's for 2017 have been filed with the IRS.
2. (8) Warrants totaling \$1,910.30 were requested on the Claims Payment Request dated 1/15/18 as follows:
 - \$197.00 for insurance to cover the upfit of R61
 - \$209.01 for annual inspection & maintenance of fire extinguishers
 - \$200.00 for monthly secretarial service
 - \$138.06 for monthly utility service
 - \$312.19 for annual cleaning of fire hall interior
 - \$641.46 for annual grounds keeping services
 - \$75.00 for dispatch services
 - \$137.58 for election fees (election held on 11/1/17)

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

2. Chief Swagerty submitted his time sheet covering the period 12/18/17-1/14/18 for approval. In accordance with his employment contract, Chief Swagerty's hourly pay has increased to \$11.50 to match the increase in Washington State's minimum wage for 2018. His Payroll Certification of 23.00 hours of work for a total gross pay of \$260.25 was signed by all three commissioners and by designee Patt Bruce.

Chief's Report:

1. The flow testing of our SCBA's was delayed until February.
2. No one from CCFD#6 was able to attend the training held in CCFD#1 on 12/19/17
3. The Firefighter Appreciation Day was postponed to a date in February to be determined.

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. Moody Construction has repaired the station's south wall, The existing seams in the hardy board were re-caulked and the old channel lock was replaced with a vapor barrier covered by new hardy board. As soon as the weather permits, he will paint the wall.
3. The DNR has received our reimbursement request for the grant we were awarded to help purchase R61. As soon as the paper work is approved, they will send us a check for \$12,000.00.

New Business:

1. FEMA is accepting applications for AFG grants that will cover 95% of the cost of equipment necessary to fire departments . Since Chief Swagerty reported that the pump on T61 does not reliably engage, and since Chip was able to re-activate the department's SAM account, Chip moved that we apply for the grant. He also moved that we hire a professional grant writer, Barbara Elk Arthur, to prepare the application which is due on 2/2/18. Barbara was

recommended by a resident expert and is willing to complete the application before the deadline for \$500.00. Tom seconded both motions and both passed unanimously. Chip will contact Barbara to begin the process.

2. Bridgette Soha volunteered to represent CCFD#6 on the EMS Council. She is already a member in good standing and offered to be our district's representative as well. All present unanimously and gratefully agreed.
3. Bridgette also reported that she has earned her CPR & 1st Aid teaching credentials. Most of our volunteers' CPR cards will expire in February so Tom moved that we hire Bridgette to teach a re-certification class. Scott seconded, all agreed. The only potential date Bridgette has in February to teach the class is 2/27/18. She will contact Chief Swagerty to confirm the date and The Chief will notify the volunteers once the date is set.

Announcements: Tom Rosmond will not be able to attend the next regular meeting of commissioners. He has requested that the meeting be held, as scheduled, in his absence. Chip has agreed to perform all webmaster duties until Tom returns.

Meeting adjourned at 19:37

Read and approved on February 19, 2018 by:

Commissioner, Chip Keen

Commissioner, Scott Horton

Commissioner, Tom Rosmond

Secretary, Patricia Bruce