

## **Monthly Commissioner Meeting Minutes**

### **May 28, 2018**

Meeting convened on May 28, 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) Arrived @ 7:14, 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 & Rosmond.

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

1. The 2017 Annual Report was completed, signed and submitted on 5/27/18

#### **Financial Report:**

1. (5) Warrants totaling \$1104.47 were requested on the Claims Payment Request dated 5/28/18 as follows:
  - \$200.00 for monthly secretarial services
  - \$110.48 for monthly utility service
  - \$315.00 for CPR/ First Aid Training
  - \$412.25 for Chainsaw for R61
  - \$66.74 for Plants & FertilizerChip moved to approve the request, Tom seconded, all three commissioners signed the Claims Payment Request.
2. Chief Swagerty submitted his time sheet covering the period 4/16/18-5/27/18 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 by designee Patt Bruce.

#### **Chief's Report:**

1. (2) volunteer firefighters from CCFD#6 were able to attend the EVIP training held in CCFD#1 on 5/21/18 and only (1) of those was able to attend the second night of training on 5/22/18. The instructor might be able to

administer all of the practical driving exams over the course of a single weekend but as of now they have not been scheduled.

2. Chief Swagerty will be hanging a copy of CCFD#1's training schedule at the station. All firefighters from CCFD#6 are invited and encouraged to join in any/all of that training.

#### **Mechanic's Report:**

1. None

#### **Other Reports:**

1. A firefighter from the Russian Federation has e-mailed a request for a CCFD#6 patch. Tom will send a few patches to him and request one from his district in return.
2. A bid of \$50.00 was received for the surplus Husqvarna chainsaw. The bidding remains open through the end of the month.

#### **Old Business:**

1. The Application for Eligibility in the State of Washington Surplus Property Program remains a work in progress.
2. A new Stihl "Wood Boss" chainsaw was purchased for R61. The commissioners approved the expenditure of \$412.25 on this month's Claims Payment Request.

#### **New Business:**

1. Josie Whidden discovered the floor in the station's meeting room was flooded when she was doing the monthly cleaning. Jason Annis investigated and found a leak in the pipes behind the urinal. He turned the main water supply off and set up (3) industrial fans to start drying everything out. Scott Swagerty will contact Spartan Plumbing to assess the damage to the pipes and repair any leaks. He also suggested that, to save on future repairs, the urinal be removed, all present agreed. Chip then moved that we contact Enduris before making any other repairs, Scott seconded, motion carried. Patt will report the incident to Enduris.
2. The State Auditor's Office is requesting information on the history and formation of CCFD#6. Patt will forward all pertinent data from the files to Chip who will forward it to the Auditor and eventually scan into a computer so Tom can post it on our website.

**Announcements:** None

Meeting adjourned at 19:50

Read and approved on June 18, 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