

Monthly Commissioner Meeting Minutes

October 15, 2018

Meeting convened on October 15, 2018 at 19:00 at Three Rivers Fire Hall by Lead Commissioner Chip Keen.

Commissioners Present: Chip Keen, Tom Rosmond, Scott Horton

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

Other Attendees: None

Changes/Additions to Agenda: None

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

Secretary's Report: None

Financial Report:

1. (9) Warrants totaling \$4,024.50 were requested on the Claims Payment Request dated 10/15/18 as follows:
 - \$200.00 for monthly secretarial services
 - \$71.95 for monthly utility service
 - \$2,486.98 for complete service of E6-1
 - \$16.26 for broom
 - \$1,123.14 for installation of new pump for E6-1
 - \$75.00 for dispatch services
 - \$11.59 for hardware to complete insulation project
 - \$4.87 for foam sealant for insulation project
 - \$34.71 for insulation

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

3. Chief Swagerty submitted his time sheet covering the period 9/17/18-10/14/18 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. Chief Swagerty spoke with Lloyd from U.S. Fire Equipment regarding a new tender. Lloyd recommended we get an appropriate surplus vehicle and then

hire them to convert/upfit it into a tender. The commissioners unanimously agreed that given the budgetary constraints, we do not need a new tender at this time.

2. CCFD#1 is not able to provide CCFD#6 with EVIP training and testing, but Jim Heuring is a qualified and credentialed instructor and has volunteered to do the EVIP training for our district.

Mechanic's Report:

1. U.S. Fire Equipment completed the service to E6-1. There were no problems reported and no repairs were needed. They changed the oil and oil filter and the invoice for \$2,486.98 was approved on the Claims Payment Request.
2. Breeden Repair installed a new pump in E6-1. The invoice for \$1,123.14 was approved on the Claims Payment Request.

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 price point on new district t-shirts decreases by half on orders over 50. Chip moved that we order more than 50 to get the better price and after outfitting all the new recruits, we store the remaining shirts in the office to have on hand for future new recruits. Tom seconded, all agreed. Patt will order the shirts.
3. Chip and Scott Horton agreed to install the new drywall Friday morning 10/19/18. Patt will mud and paint the walls once the drywall is in place.
4. The policy for the issuance and use of parking permits has been approved by all three commissioners.

New Business: None

Announcements: None

Meeting adjourned at 20:10

Read and approved on November 19, 2018 by

Commissioner, Chip Keen

Commissioner, Scott Horton

Commissioner, Tom Rosmond

Secretary, Patricia Bruce