

Monthly Commissioner Meeting Minutes

January 23, 2019

Meeting convened on January 23, 2019 at 19:02 at Three Rivers Fire Hall by Lead Commissioner Chip Keen.

Commissioners Present: Chip Keen, Tom Rosmond

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

Other Attendees: None

Changes/Additions to Agenda:

1. One item was added to New Business

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

Secretary's Report:

1. The 2019 Jurisdiction survey has been completed, signed and submitted.

Financial Report:

1. (9) Warrants totaling \$2,463.27 were requested on the Claims Payment Request dated 1/23/19 as follows:
 - \$200.00 for monthly secretarial services
 - \$146.31 for monthly utility service
 - \$100.00 for dispatch services
 - \$605.46 for SCBA flow tests
 - \$75.07 for hardware for water damage project
 - \$30.00 for 2019 Disability
 - \$245.97 for annual fire extinguisher maintenance
 - \$180.65 for annual interior cleaning services
 - \$879.81 for annual ground-keeping servicesChip moved to approve the request, Tom seconded, both commissioners signed the Claims Payment Request.
2. Chief Swagerty's time sheet covering the period 12/17/18-1/22/19 was approved. His Payroll Certification of 21 hours of work for a total gross pay of \$241.50 was signed by commissioners Keen & Rosmond and designee Patt Bruce.

Chief's Report:

1. Jim Heuring has committed to being the EVIP instructor for CCFD#6. He and Chief Swagerty are working on the schedule and will report back.
2. The WSRB, WA Safety Rating Bureau, wants to schedule a visit to the station. Chief Swagerty will either meet with them or call Patt to meet with them.
3. LaPush Fire is planning to have a live fire training in April. CCFD#6 volunteers are invited and encouraged to attend. Details will follow.

Mechanic's Report:

1. A safety recall notice was received for the engine block on R61. Tom will take the truck to the Ford dealership in Port Angels to have it checked out and repaired if necessary. He will also have them check out the rear suspension to see if they can compensate for all the weight on the back of the truck which is causing poor traction in the front tires.

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 water damage restoration project is moving along but the southwest wall is still leaking. Chip moved that we hire a qualified contractor to remove the exterior siding, replace all damaged framing, and install new fully sealed windows on the second floor. Tom seconded, motion carried. Patt will attempt to get bids from three contractors.

New Business:

1. The exterior motion detecting light above the bay doors has burned out. Chief Swagerty would like to get a new LED fixture to replace the old one. Chip moved that he first determine whether we can convert the existing fixture to accommodate an LED bulb and if not that he obtain a bid for the cost of the fixture including installation. The commissioners will then decide how to proceed.

Announcements:

1. Chief Swagerty will be out of the district from 2/8/19-2/17/19

Meeting adjourned at 20:01

Read and approved on February 18, 2019 by

Commissioner, Chip Keen

Commissioner, Scott Horton

Commissioner, Tom Rosmond

Secretary, Patricia Bruce