

Monthly Commissioner Meeting Minutes

March 18, 2019

Meeting convened on March 18, 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: None

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

Secretary's Report:

1. The 2018 Pension Certification form has been submitted to the Board for Volunteer Firefighters

Financial Report:

1. (6) Warrants totaling \$807.91 were requested on the Claims Payment Request dated 3/18/19 as follows:
 - \$200.00 for monthly secretarial services
 - \$261.55 for monthly utility service
 - \$21.45 for hardware needed for restoration project
 - \$1.63 for County weed control fees
 - \$257.69 for inspection/cleaning air brake compressor for E61
 - \$65.59 for batteries for SCBA'sChip moved to approve the request, Tom seconded, both commissioners signed the Claims Payment Request.
2. Chief Swagerty's time sheet covering the period 2/18/19-3/17/19 was approved. His Payroll Certification of 20.5 hours of work for a total gross pay of \$246.00 was signed by commissioners Keen & Rosmond and designee Patt Bruce.

Chief's Report:

1. The WSRB is planning to visit and assess the station on 6/10/19. Chief Swagerty will meet with them.
2. The annual pump test for E61 is coming due. Chief Swagerty would like to schedule it when technicians are out here testing CCFD#1. He will report back as details emerge.

Mechanic's Report:

1. Chief Swagerty will take R61 to B & P Auto to rectify issues from weight distribution/imbalance.

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 new flooring is acclimating in the meeting room and will be installed within the next few weeks.
3. Chip has researched new windows for the SW wall. Angeles Millwork can order custom sized Millguard casement windows for a moderate price. The local window specialist can only supply Jen Weld standard sized windows. To help fortify the wall against the wind Chip moved to replace the existing (4)windows with (8) new casement style windows (four of which would be fixed and four would open and close) which would be reinforced by 4X6 beams in between. He also moved to upgrade the hardiboard to Artisan Lap Siding for added strength and stability. Both motions carried.
4. Three Phase Electric has ordered and received the new exterior light fixtures for the station and should be installing them later this week.
5. Chief Swagerty also asked Three Phase Electric about a back-up generator. They said the electric panels in the meeting room would need to be replaced and updated. One of the panels would need to have a transfer switch installed for the generator. Chip moved to hire Three Phase Electric to replace the panels and add the necessary transfer switch. Motion carried

New Business:

1. One of the district's volunteers had questions regarding the mandated attendance requirements of the BVFF. Chief Swagerty has incorporated those requirements into the district's Standard Operating Procedures which is posted in the meeting room. The BVFF requirements will also be posted.

Announcements: None

Meeting adjourned at 19.45

Read and approved on April 15, 2019 by

Commissioner, Chip Keen

Commissioner, Scott Horton

Commissioner, Tom Rosmond

Secretary, Patricia Bruce