

Monthly Commissioner Meeting Minutes November 18, 2019

Meeting convened on November 18, 2019 at 19:04 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:

1. One Parking Permit was issued to a district #6 resident.

Financial Report:

1. (4) Warrants totaling \$516.39 were requested on the Claims Payment Request dated 11/18/19 as follows:
 - \$200.00 for monthly secretarial services
 - \$60.81 for monthly utility service
 - \$5.58 for (2) bulbs
 - \$250.00 for 2020 Membership Dues for the Washington Fire Commissioners AssociationChip moved to approve the request, Tom seconded, all three commissioners signed the Claims Payment Request.
2. The district's financial statement for October was reviewed and approved by commissioners Keen, Rosmond and Horton.
3. Chief Swagerty's time sheet covering the period 10/22/19 – 11/17/19 was approved. His Payroll Certification of 21 hours of work for a total gross pay of \$252.00 was signed by all three commissioners and by designee Patt Bruce.

Chief's Report:

1. The Annual SCBA tests are scheduled for 12/4/19.
2. CCFD #6 has a new recruit. Cordy Brickey joined the department on 11/12/19.

Mechanic's Report:

1. Chief Swagerty is checking to see if the controller switch for the foam pump on R61 is still under warranty.
2. The recalled block heater cord for R61 was replaced but the parts needed for the second recall notice were not available at the dealer so that is still pending. Scott Horton will take R61 back to the dealership when the parts are available.

Other Reports: None

Old Business:

1. The Application for Eligibility in the State of Washington Surplus Property Program remains a work in progress.
2. Lincoln Electric submitted a bid for the emergency generator for the station. It was higher than 3 Phase Electric's bid but it also included more than requested, such as a larger generator and replacing the existing electrical panels. Additional bids were sought but no more were submitted so Chip moved to accept the bid from 3 Phase Electric, Tom seconded, motion unanimously carried. Chip would like to budget for the project in 2020, so prep work can begin now but the generator will not be ordered or invoiced until January.

New Business:

1. A resident of CCFD#6 complained that the new exterior lights at the station are too bright and impaired his driving. Inspection of the lights indicated that the hoods installed to direct the light had shifted. It was unanimously decided that the hoods be altered or replaced so that the light emitted faces downward only. Chief Swagerty will work with Carl from 3 phase Electric to ensure that no glare from the lights hinders traffic in any direction.
2. Resolution #2019.1 requesting a 1% increase in property tax levy from the previous year was approved and signed by all three commissioners.
3. The Annual Budget for 2020 was approved and signed by all three commissioners.

Announcements: None

Meeting adjourned at 19:55

Read and approved on December 16, 2019 by

Commissioner, Chip Keen

Commissioner, Scott Horton

Commissioner, Tom Rosmond

Secretary, Patricia Bruce