

Monthly Commissioner Meeting Minutes

April 20, 2020

Meeting convened on April 20, 2020 at 19:06, via conference call due to COVID-19 restrictions, by Lead Commissioner Chip Keen.

Commissioners Present: Chip Keen, Tom Rosmond

Officers Present: Patt Bruce (Secretary)

Other Attendees: None

Changes/Additions to Agenda:

1. One report from the Secretary was added

Minutes of the previous month's meeting were read and approved. The original hard copy will be placed at the fire station for Commissioners Keen and Rosmond to sign in compliance with social distancing mandates.

Secretary's Report:

1. In order for volunteers of CCFD#6 to collect federal relief funds for COVID-19 related monetary losses, we had to re-instate the department's membership in The Washington State Fire Fighter's Association by 4/20/20. To meet the deadline, Patt put the \$90.00 membership fee on her credit card and will get reimbursed next month.

Financial Report:

1. (3) Warrants totaling \$261.18 were requested on the Claims Payment Request dated 4/20/20 as follows:
 - \$200.00 for monthly secretarial services
 - \$46.00 for insurance coverage on new generator
 - \$15.18 for padlocks for generator

Chip moved to approve the request, Tom seconded. The original hard copy will be placed at the fire station for Commissioners Keen and Rosmond to sign in compliance with social distancing mandates.

The district's financial statement for march was reviewed and approved by Commissioners Keen and Rosmond.

Chief Swagerty's time sheet covering the period 3/16/20-4/19/20 was approved. His Payroll Certification of 19 hours of work for a total gross pay of \$256.50 was signed by designee Patt Bruce and will be placed at the station for Commissioners Keen and Rosmond to sign.

Chief's Report: None

Mechanic's Report:

1. The new float sensor switch for R61 has still not arrived.

Other Reports:

1. Commissioner Keen completed and submitted the annual Enduris Review

Old Business:

1. The Application for Eligibility in the State of Washington Surplus Property Program remains a work in progress.

The new generator and propane tank are now fully functional. The regulator that was originally installed was too small and possibly defective.

Tom has volunteered to take the trim molding to his shop and paint them while waiting for the mudding and painting of the SW wall to be completed.

There have still not been any meetings or talk with the Mayor of Forks.

New Business: None

Announcements: None

Meeting adjourned at 19:25

Read and approved on May 18, 2020 by:

Commissioner, Chip Keen

Commissioner, Scott Horton

Commissioner, Tom Rosmond

Secretary, Patricia Bruce