

Monthly Commissioner Meeting Minutes

August 17, 2020

Meeting convened on August 17, 2020 at 19:03, via conference call as mandated due to Covid-19 restrictions, by Lead Commissioner Chip Keen

Commissioners Present: Chip Keen, Tom Rosmond, Scott Horton

Officers Present: Patt Bruce (Secretary)

Other Attendees: None

Changes/Additions to Agenda: None

Minutes of the previous month's meeting were read and approved. Patt signed the original hard copy and will place it at the fire station for Commissioners Keen, Rosmond, and Horton to sign in compliance with social distancing mandates.

Secretary's Report: None

Financial Report:

1. (4) Warrants totaling \$6,095.90 were requested on the Claims Payment Request dated 8/17/20 as follows:
 - \$200.00 for monthly secretarial services
 - \$63.90 for monthly utility service
 - \$5,772.00 for annual insurance premium
 - \$60.00 for quarterly payroll services

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

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

Chief Swagerty's time sheet covering the period 7/20/20-8/16/20 was approved. His Payroll Certification of 19 hours of work for a total gross pay of \$256.60 was signed by designee Patt Bruce and will be placed at the station for Commissioners Keen, Rosmond, and Horton to sign.

Chief's Report: None

Mechanic's Report:

1. The new float sensor switch for R61 has yet to be installed.

Other Reports: None

Old Business:

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

There have still been no meetings or talks with the City of Forks regarding the Quillayute Airport.

New Business:

1. The radio license issued to the department by the FCC will expire on 10/13/20. Patt will follow up with the FCC to determine if it is still necessary or recommended that CCFD#6 has its own license, and if so, will renew the license before the expiration date.

Announcements: None

Meeting adjourned at 19:26

Read and approved on September 21, 2020 by:

Commissioner, Chip Keen

Commissioner, Scott Horton

Commissioner, Tom Rosmond

Secretary, Patricia Bruce