

Monthly Commissioner Meeting Minutes December 21, 2020

Meeting convened December 21, 2020 at 19:01, via conference call as mandated due to Covid-19 concerns, 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:

1. (3) items were added to Chief's Reports
2. (1) item was added to Old Business

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 and Rosmond to sign in compliance with social distancing mandates.

Secretary's Report:

1. The Certified Levy and Budget for 2021 were approved, signed, and submitted on 11/16/20.
2. Paperwork extending the department's tax exempt status through 2021 has been filed with Petrocard.

Financial Report:

1. (5) Warrants totaling \$1732.76 were requested on the Claims Payment Request dated 12/21/20 as follows:
 - \$450.00 for monthly secretarial services
 - \$72.76 for monthly utility service
 - \$250.00 for 2021 membership dues to WFCA
 - \$90.00 for 2021 membership dues to WSFFA
 - \$870.00 for 2021 pension and disability benefits with BVFF

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 November was reviewed and approved by all three Commissioners.

Chief Swagerty's time sheet covering the period 11/16/20-12/20/20 was approved. His Payroll Certification of 18.5 hours of work for a total gross pay of \$249.75 was signed by designee Patt Bruce and will be placed at the station for Commissioners Keen, Rosmond, and Horton to sign.

Chief's Report:

1. CCFD#6 will continue to train with CCFD#1 through the spring. Chief Swagerty wants to log all completed training onto ERS. He will forward all necessary data on completed training to Patt who will report it to ERS.
2. Chief Swagerty is scheduled to meet with SeaWestern on 12/29/20 to discuss and sample options for new PPE.
3. All of the fire extinguishers have been inspected and filled by Fire Chief Equipment Co. The Co2 Tank will be out of district for several months to be hydro tested.

Mechanic's Report: None

Other Reports: None

Old Business:

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

Upon hearing that the Lion's Club is having a function at the Quillayute Airport, Commissioner Keen e-mailed City of Fork's Attorney, Rod Fleck, on 12/18/20 about the department's desire to meet with city officials to discuss the viability of using the airport as an emergency shelter. He specifically outlined the need for potable water and our department's desire to move the water storage tank. He has not yet received a reply.

Chief Swagerty was invited to a recent CCFD#1 Commissioners' Meeting wherein he was asked how CCFD#6 felt about merging with their district and he forwarded that inquiry to the Commissioners. All three commissioners agreed that they would need information regarding the impact that such a merger would have on the district and that they would not want to make such a decision without the approval of district residents.

New Business:

1. Chief Swagerty contacted Steve from Richmond Radio about installing a radio repeater. Steve offered to bring a repeater to the station for a trial run free of charge. If it works well, Steve will provide a quote for a permanent installation.

Announcements: None

Meeting adjourned at 19:50

Read and approved on January 18, 2021 by:

Commissioner, Chip Keen

Commissioner, Scott Horton

Commissioner, Tom Rosmond

Secretary, Patricia Bruce