

## **Monthly Commissioner Meeting Minutes**

### **July 20, 2020**

Meeting convened on July 20, 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. 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.

#### **Secretary's Report:**

1. New fuel cards arrived from Petro Card. The old cards were destroyed.

#### **Financial Report:**

1. (4) Warrants totaling \$402.55 were requested on the Claims Payment Request dated 7/20/20 as follows:
  - \$200.00 for monthly secretarial services
  - \$75.44 for monthly utility service
  - \$27.11 for fuse kit
  - \$100 for dispatch 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 June was reviewed and approved by Commissioners Keen, Rosmond, and Horton.

Chief Swagerty's time sheet covering the period 6/16/20-7/19/20 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.

New painted moldings have been installed in the meeting room thus completing the SW wall repair

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

**New Business:**

1. The District Secretary would really like to quit but the department has not been able to attract a qualified replacement for the position which currently pays \$200.00 per month and has since 2005. To reflect the increase in the cost of living as well as the numerous duties that have been added to the position through the years, Chip moved to increase the pay to \$450 per month beginning in September 2020, as the budget allows. Scott seconded, all agreed, motion carried unanimously.

**Announcements:** None

Meeting adjourned at 19:35

Read and approved on August 17, 2020 by:

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Commissioner, Chip Keen

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Commissioner, Scott Horton

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Commissioner, Tom Rosmond

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Secretary, Patricia Bruce