

# **Monthly Commissioner Meeting Minutes**

## **March 16, 2020**

Meeting convened on March 16, 2020 at 19:05 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:**

1. Four items were added to Chief's Reports

Minutes of the previous month's meeting were read, approved, and signed by all three commissioners.

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

1. The secretary has regained full administrative capability on the Emergency Reporting System.

### **Financial Report:**

1. (9) Warrants totaling \$2883.36 were requested on the Claims Payment Request dated 3/16/20 as follows:
  - \$200.00 for monthly secretarial services
  - \$268.36 for monthly utility service
  - \$86.82 for fuel
  - \$794.98 for propane
  - \$1.63 for annual weed control
  - \$60.00 for payroll services
  - \$100.00 for dispatch services
  - \$310.96 for (6) gear bags
  - \$1060.61 for (6) Terra T590 radios

Chip moved to approve the request, Tom seconded, all three commissioners signed the Claims Payment Request.

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

Chief Swagerty's time sheet covering the period 2/17/20-3/15/20 was approved. His Payroll Certification of 19 hours of work for a total gross pay of \$256.50 was signed by all three commissioners and by designee Patt Bruce.

**Chief's Report:**

1. The WSRB's report of the department was received. CCFD#6's rating improved to a 7. There was much rejoicing.
2. Due to the outbreak of covid-19, all training will be cancelled until further notice. Also, CCFD#1 and CCFD#6 will perform all extrications. Ambulance and Paramedics will not automatically respond to these incidents. Full decontamination procedures will be performed following every response.
3. Chief Swagerty and his family are moving out of CCFD#6 and into CCFD#1. He has agreed to continue on as Chief of CCFD#6 until a replacement can be found.

**Mechanic's Report:**

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

**Other Reports:**

1. Commissioner Keen swore his oath of office and submitted the signed oath to the County Auditor's Office.

**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 fully installed and have passed the initial test run. However, when Tom returned for follow up procedures, he encountered a "wiring error code". Carl from 3 Phase Electric rechecked all of the wiring and could not find anything wrong. He is awaiting response from his supplier, Platt, regarding warranty procedures and/or technical support.

No progress has been made in finishing the mudding and painting of the SW wall nor in the installation of moldings.

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

**New Business: None**

**Announcements:** None

Meeting adjourned at 19:38

Read and approved on April 20, 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