

Monthly Commissioner Meeting Minutes

May 18, 2020

Meeting convened on May 18, 2020 at 19:02, via conference call 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:

1. One report was added to Other Reports
2. Four reports were added to Chief's Reports

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. None

Financial Report:

1. (6) Warrants totaling \$653.06 were requested on the Claims Payment Request dated 5/18/20 as follows:
 - \$200.00 for monthly secretarial services
 - \$79.00 for utilities
 - \$40.02 for spackling & painting supplies
 - \$90.00 for 2020 Washington State Fire Fighters' Association Dues
 - 198.77 for Trim hardware and paint
 - 45.27 for cleaning supplies

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 April was reviewed and approved by all three Commissioners.

Chief Swagerty's time sheet covering the period 4/20/20-5/17/20 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, Rosmond, and Horton to sign.

Chief's Report:

1. Chief Swagerty forwarded a "Relief Form" from the Board of Volunteer Firefighters to all active volunteers. Those that completed and submitted the forms each received \$300.00.
2. CCFD#1 has generously shared N-95 masks, hand sanitizer, and disposable gloves with district #6 to help keep responding volunteers safer.
3. A CCFD#6 volunteer suffered increased CO levels while fighting a structure fire in Forks. He was taken to the emergency room where he was examined and released. He is doing well.
4. Tuesday Drill Nights, which had been cancelled due to COVID-19, will resume for all active volunteers on 6/2/20.

Mechanic's Report:

1. The new float sensor switch for R61 has arrived but has not yet been installed.

Other Reports:

1. Tom has been checking on the generator regularly and everything is working as it should.

Old Business:

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

Tom has completed painting all the trim molding and has begun installation. The drywall around the new windows has not been textured and painted yet but it should be completed by early June.

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

New Business: None

Announcements: None

Meeting adjourned at 19:23

Read and approved on June 17, 2020 by:

Commissioner, Chip Keen

Commissioner, Scott Horton

Commissioner, Tom Rosmond

Secretary, Patricia Bruce