

Monthly Commissioner Meeting Minutes September 21, 2020

Meeting convened on September 21, 2020 at 19:02, 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)

Other Attendees: None

Changes/Additions to Agenda:

1. Discussion regarding the new generator was added to New 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, Rosmond, and Horton to sign in compliance with social distancing mandates.

Secretary's Report:

1. The department's radio license was renewed with the FCC. The updated license is good through October 13, 2030.

Financial Report:

1. (3) Warrants totaling \$1,196.07 were requested on the Claims Payment Request dated 9/21/20 as follows:
 - \$450.00 for monthly secretarial services
 - \$67.47 for monthly utility service
 - \$678.60 for WA State Audit of annual report

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 August was reviewed and approved by Commissioners Keen, Rosmond, and Horton.

Chief Swagerty's time sheet covering the period 8/17/20-9/20/20 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: None

Mechanic's Report:

1. Due to reports of toxicity in fire suppression foam, the installation of the new float sensor for R6-1 was deprioritized.

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 new generator is not functioning consistently. The self-diagnostics reports error code 1100 (fuel supply). Tom suspects there is debris in the supply lines. He will call the local certified propane plumber to have the fittings and the lines checked. If that doesn't restore full function, Tom will contact the nearest certified Generac repairman.

Announcements:

1. Scott Horton will be out of the district during the next scheduled meeting, 10/19/20. Commissioners Keen and Rosmond voted to conduct the meeting at the regular time in commissioner Horton's absence.

Meeting adjourned at 19:24

Read and approved on October 19, 2020 by:

Commissioner, Chip Keen

Commissioner, Scott Horton

Commissioner, Tom Rosmond

Secretary, Patricia Bruce