

Monthly Commissioner Meeting Minutes January 18, 2021

Meeting convened January 18, 2021 at 19:00, 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. (1) item was added to Chief's Reports
2. (1) item 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, Horton, and Rosmond to sign in compliance with social distancing mandates.

Secretary's Report: None

Financial Report:

1. (5) Warrants totaling \$1,668.50 were requested on the Claims Payment Request dated 1/18/21 as follows:
 - \$450.00 for monthly secretarial services
 - \$91.00 for monthly utility service
 - \$363.48 for 2020 firehouse cleaning fees
 - \$664.02 for 2020 groundskeeping fees
 - \$100.00 for dispatch services, 4th qtr. 2020

Chip moved to approve the request, Tom seconded, all agreed. 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.

2. The district's financial statement for December was reviewed and approved by all three Commissioners.
3. Chief Swagerty's time sheet covering the period 12/21/20-1/17/21 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. Chief Swagerty met with SeaWestern and chose new PPE. Six out of the seven firefighters in need of the gear have already been measured. The entire order is expected to fall below the budgeted amount.
2. Chief Swagerty has ordered a 3' X 10' banner advertising the department's need for more volunteer firefighters.

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.
2. Chip e-mailed Forks' Mayor, Tim Fletcher, proposing that the city and our district join forces in establishing a disaster relief center at the Quillayute Airport. The Mayor responded favorably, suggested having a meeting, and expressed the possibility of grant monies being available. Chip also stated that the number one priority is to find and maintain an adequate source of potable water and offered to provide and maintain a generator as needed to ensure a constant supply since the department has an immediate need for water in that location for fighting fires. Both men agreed to future meetings but no date has been set. Chip also had a physical tour of the airport from fellow volunteer firefighter, Mac Farrell, who had worked for over a decade at the NOAA building also located there. Like the hanger and all of the other buildings on site, it has fallen into disrepair. Chip would also like to contact Jim Buck who originally reported that the airport would be the likeliest depot for all supplies for the entire west end, post Cascadian Event, for his input on the project.
3. Richmond Radio delivered the "free test run" repeater. Chief Swagerty and Jason Annis are planning to anchor it to the SW peak of the station house as soon as a lift can be borrowed. Once the repeater is up and working, Chief will determine if it improves radio reception enough to purchase one.

New Business:

1. Retired Volunteer Firefighter and one-time district secretary, Judy Schindler, informed commissioner Keen of a new neighbor that expressed interest in joining the department.

Announcements: None

Meeting adjourned at 19:42

Read and approved on February 15, 2021 by:

Commissioner, Chip Keen

Commissioner, Scott Horton

Commissioner, Tom Rosmond

Secretary, Patricia Bruce