

CLALLAM COUNTY FIRE PROTECTION DISTRICT NO. 6

7810 La Push Road · PO Box 2385 · Forks, WA 98331

Monthly Commissioner Meeting Minutes April 18, 2022

Meeting convened on April 18, 2022, at 19:00, at Three Rivers Fire Hall, by Commissioner Chip Keen.

Commissioners Present – Chip Keen, Tom Rosmond, Scott Horton

Officers Present – Aleilah P Lawson, District Secretary

Other Attendees – None

Changes/Additions to Agenda – None

Minutes: Minutes of the March 21, 2022, meeting were read, approved, and signed by all three commissioners.

Secretary's Report

1. Aleilah reported that she spoke with ESO, the company that purchased ERS. She received a quote in the amount of \$8,310, representing \$4,035 for one-time set-up fees and \$4,275 in annual fees. Given that there have been five calls from January 1, 2022 through March 31, 2022, it was deemed that this was excessive for FD06 purposes. Aleilah is concerned that some form of reporting system like ESO is necessary to utilize the fee recovery service under consideration. Prior discussion included use of the recovered fees to pay stipends to the volunteers. Aleilah will do further research including requesting quote for a bare bones system from ESO and the cost of paying stipends from the regular budget.
2. Aleilah also presented a request from Enduris to remove Named Position Coverage from our policy as it is being phased out by the company. After a brief discussion, the Commissioners agreed to the change. Aleilah will follow up with Enduris.

Financial Report:

1. Five warrants totaling \$2,075.15 were requested on the Claims Payment Request dated 04/18/2022 as follows:
 - \$153.71 for monthly utilities
 - \$12.66 for repairs and maintenance
 - \$300.00 for dispatch services
 - \$1,450 for organizational support services
 - \$158.78 for general election costs

Chip moved to approve the request. Scott seconded. All three commissioners signed the Claims Payment Request.

2. The district's financial statement for March 2022 was reviewed and approved by all three commissioners.

Chief's Report – None

Mechanic's Report – None

Other Reports – None

Old Business

1. Chip reported on a recent public meeting facilitated by Century West on March 31, 2022, for the purpose of gathering public input on Quillayute Airport Master Plan updates. The Master Plan is updated every 20 years. The proposed updates are focused on acquisition of an instrument approach system. An airport GIS – Geo survey is needed for an instrument approach feasibility study. All FAA funding comes from airport user fees. COVID-19 funding has resulted in 100% funding. More information is available on the attached information sheet provided by Chip.

David Miller of Century West noted, "We recognize that the Quillayute airport is unique as an aeronautical facility, but is also has a significant place on the County's response to natural disaster scenarios, whether it's Cascadia subduction, high-wind events, wildfires. The airport is uniquely positioned to be able to help; and, that, I think, does not go unnoticed by the FAA."

Tom discussed the use of a pole building for the auxiliary fire station at the airport. Ideas for the self-contained building include:

- 1 pumper tender
- Side bays for bulldozer and other road/runway clearing equipment storage
- Gravity-fed water tank to fill trucks
- Radio/server room
- Meeting room
- 10 x 10 storage room requested from National Park Service
- Solar array as support of this project
- Run a new line from the current well to the new building

See New Business, items 1 and 2, for additional information.

2. Aleilah reported that the requested portable gas analyzer is scheduled for shipping on April 22, 2022.
3. Items 3 and 4 from the agenda were discussed in the Secretary's Report, above. Item 5 was tabled until next meeting.

New Business

1. Chip presented a FEMA Hazard Mitigation Assistance HMGP Pre-Application that could provide funding for the auxiliary fire station project. After reviewing the available options, it was agreed to submit the pre-application for a mitigation planning grant to

create a new Hazard Mitigation Plan centered on the creation of the auxiliary fire station. Aleilah will prepare and submit the pre-application. Due date is June 3, 2022.

2. Chip reported on correspondence with the Pacific Northwest Seismic Network. They have a seismic alert system that could be useful to FD06 including placing sensors at the airport. The planned installation of Starlink and solar array will be useful for them. They propose outlining both runways with seismic sensors. Wiring channels already exist. This would tie into the Forks lighting wire upgrade. Chip noted that this organization would be a good source for a letter of support for grants.
3. Scott Horton presented background information on the Port of Port Angeles Commission Resolution 22-125, regarding maintaining sustainable timber harvests and revenues. He share some maps he made and pointed out that no legacy forests are in our district. He noted that more harvesting is happening down Highway 110. Local county trust lands are secure and slated to give a fair share.
4. Aleilah reported on the Law Enforcement Critical Communication meeting she recently attended. The group is updating their current Public Alert Warning Systems Plan, using the Washington State plan as a model. Meeting Chair Anne Chastain will send out draft versions for group review and comment. Meetings will occur once per month until the plan is completed, then one to two times per year thereafter. More information on the Washington State version can be found at mil.wa.gov/wa-paws.
5. Aleilah shared a federal programs risk assessment tool from the WA State Center for Government Innovation in the State Auditor's Office. While much of it is more complex than FD06's current activities, it would be good to do a compliance check in anticipation of receiving federal funds from future grants.
6. Briefly discussed was a survey on updates to the Open Public Meetings Act, one of the topics for upcoming training through the Washington Fire Commissioners Association. Aleilah will complete and submit the survey.

Announcements: None

Meeting adjourned at 20:10.

Read and approved on May23, 2022, by:

Commissioner Chip Keen

Commissioner Scott Horton

Commissioner Tom Rosmond

Secretary Aleilah P Lawson