

# CLALLAM COUNTY FIRE PROTECTION DISTRICT NO. 6

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

## Monthly Commissioner Meeting Minutes July 18, 2022

**Meeting convened** on July 18, 2022, at 19:02, at Three Rivers Fire Hall, by Commissioner Chip Keen.

**Commissioners Present** – Chip Keen, Tom Rosmond, Scott Horton

**Officers Present** – Aleilah P Lawson, District Secretary; Scott Swagerty, Chief

**Other Attendees** – None

### **Changes/Additions to Agenda**

**Minutes** – Minutes of the June 20, 2022, meeting were read, approved, and signed by all three commissioners.

### **Secretary's Report**

1. Business License – Aleilah reported that the new business license designating the fire district as a municipality has been received. The district has a new UBI number and its status is active non-reporting.
2. The credit card application has been submitted but no response yet.
3. Record keeping – volunteer application and attendance forms need updating. Drill night and training sessions need to be documented with volunteer signatures and descriptions of the activities performed. Aleilah will work on this and present at the next meeting. It is important to include any training done with FD01 on the FD06 attendance sheets. Chief Swagerty commented that the new reporting forms will be helpful for the WSRB audit. The next one will be in about two years.
4. Stipends – Aleilah presented information on projected costs for stipends based on 2021 calls. Chief Swagerty noted that stipend would be a good incentive for increased volunteer activity. He is considering having two training nights per month. Aleilah will follow up on the possibility of cost recovery services to fund the stipend payments. Scott noted that we can recoup costs from insurance companies for beach fires.

### **Financial Report**

1. Six warrants totaling \$2,106.79 were requested on the Claims Payment Request dated 07/18/2022 as follows:
  - \$211.58 for annual reporting service subscription
  - \$71.21 for monthly utilities
  - \$135.00 for annual consultant service fee
  - \$1,450 for organizational support services
  - \$183.91 for truck servicing

- \$55.09 for firehouse supplies

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

2. The district's financial statement for June 2022 was reviewed and approved by all three commissioners.
3. Scott Swagerty's timesheet covering the period of 06/20/2022-07/17/2022 was approved and signed by Lead Commissioner, Chip Keen. A Payroll Certification was signed by all commissioners for submission to the county for processing.

### **Chief's Report**

1. Scott reported that FD06 volunteers have participated in search and rescue training in two houses in Forks. They also participated in the recent DART training.
2. Scott shared that FD01 has an FI50 command vehicle that they will sell to FD06 for \$1. A motion was made and passed unanimously to purchase the command vehicle contingent on the actual price, mileage, age, and 4WD capability.

**Mechanic's Report** – Chip reported that he repaired the hose reel on Rescue 61.

**Other Reports** - none

### **Old Business**

1. **Emergency Preparedness** – Chip Keen presented the following:
  - a. Aleilah and I attended the second NODC Regional Disaster Resilience Planning Zoom meeting on Wednesday, June 22<sup>nd</sup>.
    - We were able to re-iterate the need for the Quillayute Airport to be set up for emergency response.
    - We also established that the flooding of Hwy 110 near the Bogachiel should be on an equal consideration with Hwys 112 and 113 due to it being the only way in and out of La Push.
    - The next meeting (sometime this Fall) will be with source leads for grant opportunities.
  - b. Tom and I met with Joe Wright on Saturday, July 2<sup>nd</sup>, to see how the Forks Police communication system is set up. The tower there is about 40-feet tall and has multiple antennas on it covering the police and fire bands, HAM, and others that Joe doesn't know for sure.

- In subsequent communications with Joe, I've learned that "taller is better" for towers.
  - Assessing the firehall for potential tower locations away from power lines, and wanting to have a hinged base, the best (probably only) location is alongside the Rescue 61 side of the building, across from the wellhouse. Given the available distances, the maximum height would be about 70 feet. Six 10-foot sections, a 9-foot tower section, and a hinged base would set the District back somewhere in the neighborhood of \$3.5K considering shipping and tax. Then of course there is everything else that goes with it. There are still many questions that need to be answered regarding antennas, licenses, and installation.
- c. Alan Barnard, head of the Clallam County Disaster Airlift Response Team (DART), gave a Safety Certification class for members of District 1, District 6, and La Push fire departments on Tuesday, July 5th. Then, on Saturday July 9<sup>th</sup>, Cordy, Andrew, and I met three separate flights at the Quillayute Airport and transferred about 1,000 pounds of food to the Forks Food Bank truck.
- d. I attended the CERT conference in Port Angeles on Saturday, July 16th. I learned that Washington State has the most active CERT in the country. The presentations I chose to attend there were:
- **Washington State Tsunami Hazards and Risks** – Afterwards I talked to Elyssa Tappero, the Tsunami Program Coordinator for the outer coast, to see what she might be able to help us with. Tom suggested that we ask her to give an ONRC talk. I've reached out to her and am waiting for her reply.
  - **Assessing Earthquake Damage** -- Brian Terbush – <https://geologyportal.dnr.wa.gov/> -- interactive map showing tsunami and earthquake mapping, plus a lot more. DOT expected bridge re-opening times after Cascadia will be updated early next year.
  - **DART Groundcrew Training** – This one was given by Dave Woodcock, the assistant head of Clallam DART. He says more HAM operators are needed to assist them.
  - **Practical Radio Use FRS/GMRS** – Given by Glenn Beach, the Coordinator for Clallam County Amateur Radio Emergency Service.
    - ◆ FRS (Family Radio Service) – 2W max, short range, can't use a repeater
    - ◆ GMRS (General Mobile Radio Service) – 50W max, can use a repeater
    - ◆ Both use VHF/UHF bands
    - ◆ Reception is obstructed by trees
    - ◆ I asked Glenn if it would make sense for District 6 to put a repeater on our proposed tower. He's unsure, but has put the question out to the locale group of ARES members for comments.

Additional discussion:

- Let's explore a West End CERT team for Forks, Three Rivers, and La Push. District 6 makes sense as sponsor since our location is in the middle. Maria Soha to lead the effort.
- District 6 could also serve as a mini Emergency Operations Center. Good communication is critical during a disaster. This will likely be limited to use of HAM radios. We can get locals used to using radios so it will be familiar and easy to do during an emergency. There is a Tuesday HAM operators check in.

**New Business**

- I. **Fence Damage** – The chain-link fence at the corner of Hwy 110 and Mora Road was damaged in a recent accident on July 3, 2022. The state patrol provided an Exchange of Information form with the names of the involved parties. Aleilah will call Enduris for information on filing an insurance claim to repair the damage.

**Announcements** – None

Meeting adjourned at 20:20.

Read and approved on August 15, 2022, 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 Aleilah P Lawson