

CLALLAM COUNTY FIRE PROTECTION DISTRICT NO. 6

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

Monthly Commissioner Meeting Minutes October 17, 2022

Meeting convened on October 17, 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; Scott Swagerty, Chief

Other Attendees – None

Changes/Additions to Agenda – None

Minutes – Minutes of the September 19, 2022, meeting were read, approved, and signed by all three commissioners.

Secretary's Report

1. Cost recovery services. Aleilah reported that the search is ongoing. She is waiting to receive a copy of a sample Personal Services Agreement from Systems Design. Based on the information currently available, the low-tech approach of Systems Design may be the best fit for District 6.
2. AFG update. No award yet listed. Aleilah has a phone call into the Region X support person re status of grant process. Scott shared he heard the awards were continuing through to the end of October. Aleilah will contact Region X again and share the information with the group via email.
3. Credit card update. Aleilah spoke with the bank today. After a phone call to the credit card company, it was determined that we can resubmit our application with a supportive email from the bank. Aleilah will provide the application to the bank tomorrow.

Financial Report

1. Eleven warrants totaling \$12,047.78 were requested on the Claims Payment Request dated 10/17/2022 as follows:
 - \$75.79 for monthly utilities
 - \$6,320.46 for operational supplies (3 invoices)
 - \$240.27 for fuel
 - \$300.00 for professional services, dispatch
 - \$1,450 for organizational support services
 - \$3,661.26 for equipment maintenance and repair (4 warrants)

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

2. The district's financial statement for September 2022 was reviewed and approved by all three commissioners. It was noted that timber money has been received.
3. Chief Swagerty's timesheet covering the period of 09/19/2022-10/16/2022 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. Incidents/Calls. Chief Swagerty reported responding to a 50 x 30-foot brush fire behind the Bogachiel Clinic.
2. Training. Chief reported on attendance at two recent trainings with District 01. The trainings focused on vehicle extrications. The new extrication equipment is in the Rescue truck. Live fire training will begin once the burn ban has been lifted.
3. Upcoming supplies/equipment needed. No big-ticket items anticipated through 12/31/2022.
4. Vehicles. Chief reported discussions are ongoing re the purchase of the 1997 Super Crew F150 command vehicle.

Mechanic's Report – Annual pump test was performed September 20, 2022, and passed on September 21, 2022, after replacing the hydraulic line. Five new batteries were also installed.

Other Reports - none

Old Business

1. **Emergency Preparedness** – Chip Keen presented the following:

9/28 NODC meeting Jamestown S'Klallam Tribal Center. Chip and Aleilah added the day-long event featuring an opportunity to meet with potential funding agencies and learn more about elements of effective grant applications

- Consider community resilience centers as part of multi-hazard mitigation. Three Rivers Fire Hall could be made available as a cooling center in the event of another heat dome. It could also be used as warming center as need.
- It's predicted that Bonneville power will be out for as long as a year after mega-quake
- Diane Harvey is a proponent of microgrids for community resilience and supports District 6's proposed airport project. Rooftop wind generators could be combined with the solar voltaic system to create greater capacity.
- On average there is just a three-day fuel supply in Clallam County
- The push is for energy resilience, redundancy, and independence
- For water, the concerns are availability and quality
- Regional projects (such as a collaboration between Districts 1, 6, and La Push Fire Department) are highly encouraged. Consider hosting an ad hoc meeting with the three districts to discuss and map out long-term strategies.

- There is an Energy Futures conference November 2-4 at 7 Cedars

9/29 CCEM West End Area Meeting

- Clallam County Commissioners voted to secure the Federal grant for rural schools funding. \$36,800 /year for 10 years. Any fire calls to NFS are reimbursable to the extent that no mutual aid agreement with the NFS is in place.
- USDA funds for rural health development are going to be more liberally interpreted to include capital projects such as fire halls and tenders. Grants will cover \$0.75 on the dollar, \$1M top for the grant. Diane will know more in a couple of weeks.
- The “Great Washington Shake Out” Is scheduled for 10:20am on 10/20, this coming Thursday/

Communications Tower

- Hinged base not available to 60-foot towers (only for shorter ones e.g., 20-foot)
- Rohn 55G Fold-Over tower kit is \$9,610, with a 70-mph wind rating (see brochure)
- Geotechnical analysis for the base is highly recommended
 - Steve at Richmond Radio doesn’t know of any
 - Zenovic and Associates in Port Angeles is too busy with other work to do geotech, recommends
 - Krazan: 1230 NW Finn Hill Rd Suite A Poulsbo WA 98370
 - Phone call with Wes: analysis, report, and drilling for the recommended base likely to cost between \$6,000 and \$8,000
 - Crescent Environmental: 424 E First St, Port Angeles, WA 98362, 360 640 3187
 - A discussion was held concerning the parameters set forth in the \$1,800 cost estimate received from Crescent Environment to conduct a geotechnical analysis re the tower. Tom made a motion to accept the cost estimate and move forward with the project. Chip seconded the motion. All voted in favor.

Evacuation Planning Course Nov. 15-16

- Washington State Emergency Management Division
- Primary Core Capability: Public Information and Warning
- This 12-hour course provides participants with the knowledge and skills needed to design and implement an evacuation and re-entry plan for their jurisdictions. It uses a community's vulnerability analysis and evacuation plan. It also addresses evacuation behavior and recommends methods to make evacuation and re-entry more efficient. This course does not address the decision to evacuate or re-enter.

2. **Fence Damage/Repair** – Aleilah reported Enduris accepted the revised invoice from the repair person. An advance check has been issued. Chip reported that the repair was delayed due to receiving the wrong pipe size. New ones have been received and repairs are completed.
3. **Starlink Installation.** Installation has been completed and the new system is up and running. It was agreed by all that having fire station Wi-Fi is a great boon.

New Business – None

Announcements – None

Meeting adjourned at 20:10.

Read and approved on October 17, 2022, by:

Commissioner Chip Keen

Commissioner Scott Horton

Commissioner Tom Rosmond

Secretary Aleilah P Lawson