

**Clallam County Fire Protection District #1**  
**Meeting Minutes April 10, 2016**

**Meeting called to order** at 8:31 a.m. at the Beaver Fire Station, 200311 Hwy 101, Beaver, WA

**Commissioners Present:** Gerry Morris, Dave Burt, Lowell McQuoid, Chet Hunt, Giancarlo Buonpane  
**Others Present:** Bill Paul, District Chief; Deb Palmer, District Secretary; Wes Romberg, Assistant Chief;  
**Volunteer FFs Present:** Ty Leppell

**Vouchers:** Vouchers, #16-092 through 16-125, totaling \$14,486.05 were reviewed. Dave moved that the vouchers be approved for payment. Chet seconded. **Motion unanimously carried. Additionally, payroll was processed for \$5,500 in salaries, and \$708.42 in benefits.**

**Inquiries on invoices:**

Gerry asked that the chief review and sign off on all bills.  
SeaWestern SCBA—Service once units once per year.

**Minutes:** Meeting minutes from March 13, 2016 meeting were reviewed. Dave moved and Giancarlo seconded that the minutes be approved. **Motion unanimously carried.**

**COMMUNICATIONS**—All communications were reviewed:

- County Reports: Cash balance - \$414,234.06 (was \$392,503.67)
- Sheriff: Draft resolution for emergency management
- WFCA: Annual Report
- Enduris: Notice of Election
- Fire District #3: Training May 21st

**OLD BUSINESS**

**Water at Beaver:** All the tanks are opened and the risers are on them. The manifolds should be arriving soon. Darrel has been doing the work.

**Secretary:** Three people are interested, possibly a fourth one. The information is coming to Bill this week. He should be able to set up interviews and make a decision in the coming weeks.

Resolution for hiring a position will be prepared for next month.  
Discussed possibly holding an Executive Session to set the salary, but decided to go with a resolution and hourly range.

**OLD BUSINESS – continued:**

**Secretary – continued:** Chet moved to that we hire a part time person, salary \$12-\$17/hr., averaging 5-10 hours a week. Hours not to exceed 40 hours per month. It will be put in a form of a resolution.

It will cost approximately \$800 in salary per month, plus payroll costs.

**Benefits:** Public Employees Benefits Board (PEBB) will allow us to enroll through them at a cost of about \$718 per month. As defined by PEBB, employees pay for part of the coverage. Dave moved and Chet seconded to adoption Resolution #20016-0056 requesting enrollment be approved. **Motion unanimously carried.**

Dave moved and Giancarlo seconded that LEOFF Resolution 2016—0057 to document decision to use LEOFF pension be moved. **Motion unanimously carried.**

Dave moved that we enroll in Deferred Compensation by WA ST Dept. of Retirement at \$350 under Resolution 20016-0058 and Chet seconded. **Motion unanimously carried.**

**NEW BUSINESS:**

**Investments:** Gerry asked about maturity dates on the investments. We have been using WGEP, we have two certificates slightly over \$118,000, one maturing in May 2016 and the other maturing in May 2017. These investments can be withdrawn at any time without penalty, unlike offerings at other financial institutions.

**Draft Emergency Mgmt Res.:** Bill is working with other agencies in the community and work on developing a plan. After we have a plan started, we will compare notes with District #3 and make sure we are not missing anything

**Undie Road:** We have an old pump that we put back in service out on site. They would not be able to suppress any interior fires. He met with Bill Robinson from Jefferson Co. They are repairing the road. We are now able to get in to the properties.

**Chief Updates:** We are still waiting to hear on our grant application to get more hoses.

We had all of our trucks serviced this last week. The Spartan truck had the pump's bolts are broke off. Having problem with one of the power steering units. Bill is checking it weekly and so far it's holding. If you fabricate something, it must be designed by a licensed engineer.

**NEW BUSINESS - continued:**

**Chief Updates – continued:** All our ladders were certified.

T91 needed a new water pump.

Still working with Walmart to try and get donation of car seats. There was a conflict between the car seat technician and the charity organization. He is having to come up with a different car seat technician.

Red Cross emergency preparedness session went well.

Pagers, we received some donated that were UHF frequency and not compatible with our system.

We are going to get radios donated and issue those instead of pagers.

Emergency Reporting System Webinar: Entering pre-fire plans in the system.

Lowell asked what is planned, including high-cost acquisitions. Bill said nothing was planned. Deb noted that we will need a copier. Discussed having a copier located at Beaver. Also considered having WiFi. Giancarlo moved, Lowell seconded that we get an All-In-One printer and WiFi at Beaver. **Motion unanimously carried.**

Chet moved Giancarlo seconded that we officially set the meeting to be held at Beaver. Motion withdrawn.

Discussion about meeting and being available for the majority of the constituents, along with business needs to hold the meeting at the Forks Station,

Meeting will be at Beaver next month. Notices and ad will be placed.

Deb will send Giancarlo public meeting materials to review until a session can be done with the new person to be the secretary.

**Extrication Training:**

Wes and Ty went to training on using the JAWS and managing scene. They cut up 62 cars. Cars manufactured starting in 2017 will have all tempered glass. Some of the newer vehicles can't be cut by the JAWS because of the steel used in manufacturing..

**Vouchers for Retirement:**

The commissioners approved the vouchers for reimbursing Clallam County for retirement remittances.

**Volunteers Pension Eligibility:** The list of volunteers was approved for 2015 eligibility.

**FIRE REPORTS:**

03/13/16	0738	Calawah Way Car fire
03/13/16	1227	290 King Richards Way burn complaint
03/14/16	1554	Hwy 101 MP 185, tree down
03/14/16	1524	Bogachiel Way vehicle accident assist –quad hit a telephone pole
03/14/16	0719	Hwy 101 milepost 195 motor vehicle extrication
03/28/16	1237	330 Fauna Ln electrical fire in hot water tank
03/29/16	1152	1500 S Forks Ave, airplane blown off the runway during landing Bill learned that there is mandatory reporting to FAA
03/29/16	1844	289 Founders Way smoke alarm activated
04/01/16	1923	250 Ash Ave, false alarm
04/02/16	0752	200 S Camas Ave juvenile pulled alarm –false alarm
04/03/16	0032	Hwy 101 vehicle off the highway
04/03/16	0136	1114 Russell Rd electrical wires burned, caused power outage
04/06/16	1758	1369 Merchants Rd burn complaint
04/08/16	1606	301 S Elderberry Ave smoke detector - broken pipe was the cause

Meeting adjourned at 9:39 a.m.

Next Meeting: May 8, 2015, 8:30 a.m., at Beaver Firehall, 200311 Hwy. 101, Beaver, WA.

**Respectfully Submitted:** \_\_\_\_\_  
Secretary

**APPROVED:**

\_\_\_\_\_, Commissioner                      \_\_\_\_\_, Commissioner

\_\_\_\_\_, Commissioner                      \_\_\_\_\_, Commissioner

\_\_\_\_\_, Commissioner