

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

**Meeting called to order** at 8:36 a.m. at the Forks Firehall, 11 Spartan Avenue, Forks, WA

**Commissioners Present:** Gerry Morris, Dave Burt, Lowell McQuoid, Giancarlo Buonpane

**Others Present:** Chief Bill Paul; Assistant Chief Wes Romberg; District Secretary Jessica McGinley

**Volunteer FFs Present:** Captain Justice Barnes

**Vouchers:** Vouchers, #16-194 through 16-216, totaling \$5,180.42 were reviewed. Dave moved that the vouchers be approved for payment. Lowell seconded. **Motion unanimously carried.**

**Minutes:** Meeting minutes from June 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 - \$465,586.01 (was \$472,367.29)**
- VFIS Non-members in ESO Vehicles
- CCFPD#3 Mutual Aid Agreement
- Jefferson County Department of Community Development Ref:MLA16-00008
- California Casualty Insurance Company presentation July 19<sup>th</sup> Forks Fire Hall
- Relay for Life August 5<sup>th</sup>-6<sup>th</sup> Forks High School

**OLD BUSINESS**

**West End Youth League:** No recommendation made by the fire district, fireworks sales permitted

**Enduris Scholarship:** \$75.00 reimbursement for Snure Seminar

**Travel Log:** Travel Envelope created and put in to policy

**Flags:** Purchased flags 2 and policy for flying created

**ESD Penalty:** Received a partial waiver of \$11.03

**BVFF Pension:** Certificate Renewed

**Certificate of Appointment:** District Secretary Oath of Office completed

**Copy Machine:** Purchased through Mutual Contract Usage Agreement from Pacific Office Equipment and includes a service plan

**City Councilman John Hillcar:** A tentative plan has been put in to action to obtain additional revenue from no-tax paying properties

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**NEW BUSINESS:**

- Pre-fire plans:** To be completed at a rate of 1-2 per week and floor plans, hydrant locations are stored in ERS
- Fire Safety Trailer:** Liability behind towing fire district property with personal vehicles, will look in to alternatives to the trailer to promote fire safety at community events
- TERA Radios:** 3 have been purchased and are found to be a solution in establishing communication with the ambulance and law enforcement. Captain Justice Barnes will carry one as a test and report back on his findings. More have been authorized for purchase to place on apparatus.
- Motorola Minitor 6 pagers:** Chief Bill Paul is authorized to purchase 25 to fulfill district communication needs. The TERA radios will be in addition to pagers and will not be used as substitutes.
- Tires:** NFPA standards have moved the lifespan for tires on emergency vehicles from 10 years to 7 years. E91 tires need to be replaced. Quotes have been presented and Les Schwab has been found to provide the best value. Chief Bill Paul is authorized to purchase 6 tires for E91 from Les Schwab.
- Exterior LED Lighting:** PUD has offered incentives for customers installing LED lighting and savings values and quotes has been presented. It has been decided to wait on any capital building improvements and no purchase is authorized now.
- Chief Benefits:** Chief Paul has signed a Waiver of Benefits that will remain on file. The \$350.00 the district was willing to contribute toward his medical insurance will be reallocated per Resolutions 60 and 61 which have been passed today. District Secretary is instructed to create an addendum to the Chief Employment Contract referencing Resolution 60 & 61 to present in the next meeting.
- Beaver Lawncare:** A payment of \$25.00 bi-weekly is authorized to provide for mowing at the Beaver station.
- Janitorial Service:** The contract with Scrub-A-Dub Janitorial will terminate August 31, 2016.
- Water at Beaver:** Chief Paul has been instructed to contact Canal Irrigation and have the water project at Beaver completed
- Revenue:** District Secretary will draft a letter and invoice addressed to properties not paying taxes, billing for fire protection services and citing RCW. We will attempt to collect this revenue through current invoicing.

**FIRE REPORTS:**

- 2016-72** 6/14 Smoke detector activation
- 2016-73** 6/17 Vehicle accident
- 2016-74** 6/22 Unauthorized burning
- 2016-75** 6/22 flammable liquid spill
- 2016-76** 6/30 Motor vehicle accident

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2016-77 6/30 assist police

Meeting adjourned at 11:28 a.m.

Next Meeting: August 7, 2015, 8:30 a.m., Forks Fire Hall

**Respectfully Submitted:**

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Secretary

**APPROVED:**

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

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

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

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

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