

JCFPD #4 COMMISSIONERS MEETING

April 12, 2005

The meeting was called to order by Chairman Ron Garrison at 7:01 pm. Those present were Commissioners Ken McEdwards and Meril Smith, Chief Bob Herbst, Secretary Peggy Ware, Clair Pittman, Anne Pittman, George Sickel, Marji Mueller, Don Coleman, Jacque Hartley, and Larry Hartley.

Ken made a motion to approve the minutes of the March 8, 2005 regular meeting as mailed. Meril seconded the motion. Motion passed.

The March 31, 2005 Financial Report was presented to the Commissioners by Secretary Peggy Ware. Ken made a motion to accept the March 31, 2005 Financial Report. Meril seconded the motion. Motion passed.

Vouchers of \$8,740.50 were resented to the Commissioners. There will be no transferal of funds. Meril made a motion to approve payment of the vouchers. Ken seconded the motion. Motion passed.

Meril made a motion to approve the April 5, 2005 payroll in the amount of \$6,495.78. Ken seconded the motion. Motion passed.

The Chief's Report/Ambulance Report was presented by Chief Bob Herbst. The proposed ALS agreement with District #2 has been submitted to the Commissioners. Ken made a motion to accept the Chief's Report. Meril seconded the motion. Motion passed.

There is no report on the Brinnon Lane Easement.

Chief Herbst reported that he has talked to Greg Bailey at Bailey Berg Construction about the problems with the concrete slab. They think that the kitchen and bathroom floors are a moisture problem. The flooring will probably be stripped to the floor boards, repairs will be done to the concrete, the concrete will be sealed, and then new flooring will be put down at no charge to the district. Mr. Bailey is waiting for the report from Rubenstein's before any decisions are made. Mr. Bailey wants to look at the concrete apron outside the station before any decisions are made about how to handle that issue.

Chief Herbst referred to the memorandum regarding surplus of Tender 43 that was submitted last month.

Meril made a motion to surplus Tender 43. Ken seconded the motion. Motion passed. The Chief will research to see what the value of the Tender would be. The tender might be sold by the sealed bid process.

Chief Herbst referred to the memorandum regarding surplus of outdated radio equipment the he submitted last month. Since that time Action Communications suggested that the

crystals be removed from the radios. The Chief has removed the crystals. There are some technical schools that can use the old radios for training.

Ken made a motion to surplus the obsolete equipment and donate the equipment to a technical school for training. Meril seconded the motion. Motion passed.

Chief Herbst said that he would like to respond to some questions/statements that had been brought up at the March 8 Fire Commissioners meeting after he had to leave for a fire call. Chief proceeded to read the times on the dispatch records for the chimney fire at 22 Duckabush Road. The total call time was 47 minutes.

There was an Aid call in the Olympic Canal Tracts that supposedly no one from Brinnon responded to. Chief Herbst said that he responded from his home in Port Ludlow, and he gave a brief report about how the call was handled.

Larry Hartley brought up the duty roster that the department used to have. He stated that every day used to be covered by a volunteer, and that when that volunteer had to leave town on their duty day they would get another volunteer to cover for them.

Chief Herbst responded that we are a volunteer department and that you can't make people sign up for certain days. On the current roster the only days that people tend to sign up for are Tuesday, Wednesday and Thursday.

Larry Hartley brought up the recent logging truck incident on Highway 101. Discussion followed.

Marji Mueller asked if she could address a question to Larry. Marji wondered if Larry was implying that members of the department were deliberately not responding to emergency calls, and that he was being very negative.

Larry Hartley said that was not what he was implying.

A volunteer application from Kim Parsons was presented for approval. Ken said that Kim has been attending the volunteer meetings and trainings since the beginning of March.

Ken made a motion to approve Kim Parsons as a new volunteer firefighter. Meril seconded the motion. Motion passed.

Meril made a motion to drop Ronald Wadkins as a signer on the Jefferson County Fire Protection District #4 Advance Travel Expense Account at WestCoast Bank, and add Chief Robert Herbst as a signer along with existing signer Patricia Ware. Ken seconded the motion. Motion passed.

A letter was read from Ken Starrett regarding a \$500.00 donation that he made to the South Jefferson County Search and Rescue. He expressed dissatisfaction with the fact that the money was absorbed back into the Brinnon Fire Department and spent on the Jaws of Life when the Search and Rescue disbanded.

Jacque Hartley asked if she could explain. Jacque said that Terry Lawrence had spent the \$500.00 donation on himself, and that after the money couldn't be accounted for he made a \$500.00 deposit to the bank account. Jacque said that Debbie Kronk had said that he would not be prosecuted because he paid the money back. Jacque said that she had written to Mr. Starrett, and she did not realize that he was upset.

The Commissioners recommend that the Volunteer Fire Department offer to refund the \$500.00 donation, and if Mr. Starrett does not want the money back the Volunteer Fire Department should send him a receipt for the donation.

George Sickel asked about the 2005 Assistance to Firefighters Grant. Chief Herbst responded that the grant has been submitted. This 2005 Grant is for \$275,000.00 for a tanker/pumper. There have been a lot of changes in the information/process from the 2004 Grant. The Chief did something different this year by having four or five volunteers work on the narrative. The Chief wrote the draft narrative and then different volunteers with grant writing experience and an English degree gave input. It was a collaborative effort.

George Sickel asked if the Chief or anyone else attended the grant writing workshop. Chief Herbst said due to the time constraints this year he did not attend the workshop, and that no one had expressed an interest in attending the workshop.

George Sickel asked about the website, and having the commissioner's minutes and chief's reports available to the public.

Chief Herbst said that Don Coleman had been working on the website, and that the commissioners minutes and chief's reports will be posted on the website once it is up and running.

Don Coleman said that he is hoping to have the website up and running in 2 weeks to a month.

Clair Pittman asked about the people that don't have computers. He pointed out that they can request the minutes or come into the office to read them.

A suggestion was made to have the minutes posted at the station so that the public could just walk in to read them at any time.

George Sickel asked about a letter that Kitsap had sent to the commissioners regarding tagging equipment.

Peggy responded that she had not received a letter from anyone regarding tagging equipment. The commissioners and chief did not know anything about any letter either. Chief Herbst said that possibly tagging equipment could have something to do with a misunderstanding with the North Kitsap Fire and Rescue vehicle maintenance department. Chief Herbst said that he talked to Robert who is the head of maintenance at NKF&R after Robert had received an anonymous call on his answering machine about one of our vehicles. There was a misunderstanding about the vehicle caused by a communication breakdown and Chief Herbst and Robert resolved the issue.

Chief Herbst read parts of a memorandum to the Commissioners with a subject title of: Mr. Hartley's Questions regarding removal of DOT sticker from #-42.

Also, Chief Herbst reported that he had talked to State Trooper Gardner. During the conversation, Trooper Gardner offered to come down and inspect our vehicles for free. The Chief will set up an appointment next week.

At 7:50 pm, Commissioners Garrison, McEdwards, and Smith, and Chief Herbst retired into executive session to evaluate the performance of an employee. The meeting will reconvene at 8:10 pm.

At 8:10 pm, the executive session ended.

Ron recalled the meeting to order at 8:11 pm. The original audience is in attendance.

Meril made a motion to adjourn the meeting. Ken seconded the motion. Motion passed.
The meeting was adjourned at 8:11 pm.

Respectfully submitted,

Peggy Ware
District Secretary