

## JCFPD #4 COMMISSIONERS MEETING

May 10, 2005

The meeting was called to order by Chairman Ron Garrison at 7:03 pm. Those present were Commissioners Ken McEdwards and Meril Smith, Chief Bob Herbst, Secretary Peggy Ware, Yolanda Smith, Dan Mitcheltree, Don Coleman, Jacque Hartley, George Sickel, and Larry Hartley.

Meril made a motion to approve the minutes of the April 12, 2005 regular meeting as mailed. Ken seconded the motion. Motion passed.

The April 30, 2005 Financial Report was presented to the Commissioners by Secretary Peggy Ware. Ken made a motion to accept the April 30, 2005 Financial Report. Meril seconded the motion. Motion passed.

The 1<sup>st</sup> Quarter Budget Report was completed April 30, 2005. Total budget \$247,500.00, expenditures year to date \$46,289.87, leaving an ending balance of \$201,210.13. Ken made a motion to accept the 1<sup>st</sup> Quarter Budget Report. Meril seconded the motion. Motion passed.

Vouchers of \$25,934.03 were presented to the Commissioners. The transferal of funds will be \$22,000.00 from the Cash Account into the Investment Account. Meril made a motion to approve payment of the vouchers and the transferal of funds. Ken seconded the motion. Motion passed.

The April 5, 2005 Payroll was increased by \$178.78 for a total payroll amount of \$6,674.56. In April, Peggy received incorrect benefit dollar totals from the county.

Ken made a motion to approve the May 5, 2005 payroll in the amount of \$6,439.91. Meril seconded the motion. Motion passed.

The Chief's Report/Ambulance Report was presented by Chief Bob Herbst. Ken made a motion to pay Debbie Randall a fee of \$50.00 for teaching an OTEP class. Meril seconded the motion. Motion passed. Meril made a motion to accept the Chief's Report. Ken seconded the motion. Motion passed.

Secretary Peggy Ware gave reports on the WFCAs Saturday Seminar that she attended in Ocean Shores on April 30, 2005, and the WSFASD Conference that she attended in Ocean Shores on May 1 – 5, 2005.

Meril made a motion to approve the Emergency Medical Services Agreement between Jefferson County Fire Protection District #2 (Quilcene Volunteer Fire Department) and Jefferson County Fire Protection District #4 wherein District #2 when available will

provide Advance Life Support emergency medical service to District #4. Ken seconded the motion. Motion passed.

A volunteer firefighter application for Dana Mitcheltree was presented for approval. Ken said that Dan has been attending trainings.

Ken made a motion to accept Dana Mitcheltree as a volunteer firefighter. Meril seconded the motion. Motion passed.

The Fire District has received a request to use the training room for a State Certified Hunter Safety Course. The request was made with the idea that a hunter safety class would go hand in hand with health, safety, and emergency precautions. Peggy said that she had talked to the District Insurance Representative, and that we should require a Certificate of Insurance naming Jefferson County Fire Protection District #4/Brinnon Volunteer Fire Department as additional insured.

Ken made a motion to allow the use of the training room for a hunter safety course providing that we receive the Certificate of Insured. Meril seconded the motion. Motion passed.

Chief Herbst read a request to purchase 10 FR jumpsuits for the volunteers.

Meril made a motion to purchase 10 FR jumpsuits at an estimated cost of \$1150.00 plus tax & shipping. Ken seconded the motion. Motion passed.

Chairman Garrison asked Don Coleman if he wanted the letter and notes that he gave the Chairman before the meeting addressed tonight, or if the commissioners could all have time to read the information.

Don Coleman said that the commissioners could have time to read the material.

George Sickel asked how many Brinnon Volunteer Firefighters attended the Firefighter Academy.

Chief Herbst responded that Brinnon did not have anyone attend the Fire Academy.

George Sickel asked why the Chief was driving a District #4 vehicle to and from work to home. Some people are concerned.

The Chief has been using the vehicle with the permission of the commissioners because there are a lot of times that he has to attend meetings first thing in the morning, and he also responds to fire and aid calls from his home in Port Ludlow.

Chief Herbst said that he has been paying for the fuel to and from his home to work himself.

George Sickel said that he wants this issue addressed.

Chief Herbst said that currently he is awaiting a letter from the State Patrol giving him permission to install a radio and lights on his privately owned vehicle.

George Sickel would like a copy of the Chief's Report from tonight.

George Sickel asked if we have to pay any time that we have OTEP training in our district.

The District has to pay whenever we have an instructor come in to conduct an OTEP training just for Fire District #4.

Commissioner McEdwards said that there are county wide OTEP training classes available every month.

Larry Hartley said that the Elma Fire Department makes their own jump suits, and that there are other places besides the Public Safety Center in Oregon to get the jump suits that the Chief would like to purchase for the volunteers. He knows the names of other companies.

Chief Herbst said that he had shopped around to find the jump suits he thought would be best for the lowest price. Chief Herbst asked Larry Hartley to please bring him the list of sources for the jump suits.

Jacque Hartley read a letter that she had from Ken Starrett saying that Debbie Kronk had come to talk to him, and he was okay with how his donation to the Mobile Mountain Search and Rescue was handled by the Fire Department.

Meril made a motion to adjourn the meeting. Ken seconded the motion. Motion passed. The meeting was adjourned at 7:42 pm.

Respectfully submitted,

Peggy Ware  
District Secretary