

JCFPD #4 COMMISSIONERS MEETING

August 9, 2005

The meeting was called to order by Chairman Ron Garrison at 7:00 pm. Those present were Commissioners Ken McEdwards and Meril Smith, Chief Bob Herbst, Secretary Peggy Ware, Katie Brostrom, Jacque Hartley, George Sickel, Anne Pittman, Clair Pittman, Don Coleman, and Marji Mueller.

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

The July 31, 2005 Financial Report was presented to the Commissioners by Secretary Peggy Ware.

Meril made a motion to accept the July 31, 2005 Financial Report. Ken seconded the motion. Motion passed.

The 2nd Quarter Budget Report was completed July 31, 2005. Total budget \$247,500.00, expenditures year to date \$131,673.66, leaving an ending balance of \$115,826.34.

Vouchers of \$7,940.97 were presented to the Commissioners. The transferal of funds will be \$9,000.00 from the Investment Account into the Cash Account to meet current expenses.

Ken made a motion to approve payment of the vouchers and the transferal of funds. Meril seconded the motion. Motion passed.

Meril made a motion to approve the August 5, 2005 payroll. Ken seconded the motion. Motion passed.

The Chief's Report/Ambulance Report was presented by Chief Bob Herbst.

Meril made a motion to accept the Chief's Report. Ken seconded the motion. Motion passed.

Secretary Peggy Ware reported that the Jefferson County Fire Service Secretaries have been working together on the payroll issue. Peggy shared three different spread sheets with the commissioners regarding payroll. Sheet 1 is the responses Arlene got from all over the state on what programs are used for payroll. Sheet 2 is a comparison of a few different companies and the prices for services. Sheet 3 is a run-down of how the payroll system works right now and what services are provided. This issue is on the agenda for the County Fire Commissioners and Secretaries meeting on August 18, 2005.

Chief Herbst reported that he had checked with two different businesses regarding the improvement and completion of the driveway at Station 43. The only bid that was submitted came from Larry Clouser. Mr. Clouser submitted two different bids depending upon exactly what work needs to be completed. There will be no action tonight.

Chief Herbst reported that he has repaired the clutch problem on Tanker 41. The Fire District has received three new bids for Tanker 41. Bid #1 is \$250.00 cash and a 5,000 gallon tank, Bid #2 is \$1,000.00 cash, and Bid #3 is \$500.00 cash. Commissioner McEdwards made a motion to accept the high bid of \$1,000.00 cash. Commissioner Smith seconded the motion. Motion passed.

Chief Herbst reported that he had checked with Lloyd Hamilton about a larger engine on the fire truck we are looking at. The larger engine would put the fire engine out of our price range. Chief Herbst gave the commissioners information on a comparable vehicle from American LaFrance that is approximately \$153,054.00.

George Sickel said that he had missed the last fire commissioners meeting, and he wondered about used vehicles because there was some discussion meeting before last about used vehicles.

Chief Herbst responded that we had looked at used equipment, but that we were focusing on new equipment in an effort to reduce the maintenance and repair costs. The age of our fire suppression vehicles is considerably older than our EMS vehicles.

Commissioner Garrison stated that we have had bad luck with purchasing used vehicles, and he had requested that the Chief focus a new vehicle.

Commissioner Smith made a motion to cancel outstanding uncollectible ambulance bills in the amount of \$5,211.75. Commissioner McEdwards seconded the motion. Motion passed.

George Sickel asked about sending the claims to collection.

Commissioner Garrison said that we did not find it cost effective to send claims to collection, and that in the past if you sent one outstanding bill to collection you had to send all of them.

Secretary Ware explained that some of these bills are for people that have moved and left no forwarding address, or the insurance company sent the payment to the subscriber and the subscriber will not pass the payment on to us. I currently have a bill for a patient that the hospital billing office told me lied about all of their information.

Jacque Hartley asked what time frame the \$5,211.75 covers.

Commissioner McEdwards said the outstanding bills were from 2003 and 2004.

Chief Herbst submitted Resolution 050809-4001 "A Resolution of the Board of Commissioners of Jefferson County Fire Protection District #4 Designating the National Incident Management System (NIMS) as the Basis for All Incident Management in the Fire District" for approval. Approval of this resolution is required to be considered as a grant recipient in 2006.

Commissioner McEdwards made a motion to adopt Resolution 050809-4001 designating the National Incident Management System as the basis for all incident management in the fire district. Commissioner Smith seconded the motion. Motion passed.

Chief Herbst met with Alix Rae and Elba Richards from the Department of Transportation to renegotiate the Fire Protection Contract for the Department of Transportation maintenance facility located on Mt. Walker. Through negotiations and adding a new building the fire protection fee has been raised to \$186.98 per year. Chief

Herbst said that the DOT will be making some changes to the facility, and that they will set up the area for an Airlift Site.

Commissioner McEdwards made a motion to approve the Washington State Department of Transportation Fire Protection Invoice Voucher in the amount of \$186.98.

Commissioner Smith seconded the motion. Motion passed.

George Sickel asked about purchasing a new ambulance instead of a new fire truck. Mr. Sickel said that 85% of our calls are EMS and that we should be looking at a new ambulance instead of a fire truck, and that the commissioners should ask the EMT's what they want.

Jacque Hartley asked about the steering on Aid 42.

Chief Herbst said that the steering on Aid 42 had been repaired, and that it had been inspected and okayed by a licensed business.

The volunteers are not satisfied, so the Commissioners asked Chief Herbst to take the ambulance to a second licensed mechanic for inspection.

Jacque Hartley asked about Tender 41. She feels that we need to fix up the equipment that we already have.

Marji Mueller announced that the Brinnon Booster Club will be holding a Candidates Night on September 26, 2005. The two people running for fire commissioner will be invited to attend.

At 7:45 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 8:15 pm.

At 8:15 pm, Commissioner Garrison came out to say that the executive session would be extended until 8:25 pm. Anne and Clair Pittman were the only audience members still in attendance.

At 8:25 pm, the executive session ended.

Commissioner Garrison recalled the meeting to order at 8:26 pm.

Commissioner Smith made a motion to adjourn the meeting. Commissioner McEdwards seconded the motion. Motion passed.

The meeting was adjourned at 8:28 pm.

Respectfully submitted,

Peggy Ware
District Secretary