

JCFPD #4 COMMISSIONERS MEETING

November 8, 2005

The meeting was called to order by Chairman Ron Garrison at 7:00 pm. Those present were Commissioner Meril Smith, Chief Bob Herbst, Secretary Peggy Ware, Kathi Mueller, Pat Lundemo, Diane Grau, Anne Pittman, Clair Pittman, George Sickel, and Jacque Hartley.

Commissioner Garrison opened the Public Budget Hearing for questions and comments on the 2006 Budget.

After public questions and comments, the Public Budget Hearing ended.

Commissioner Smith made a motion to adopt Resolution 2005-1 approving the 2006 Budget in the amount of \$239,825.00. Commissioner Garrison seconded the motion. Motion passed.

Commissioner Smith made a motion to adopt Resolution 2005-2 Property Tax Increase Resolution—General Levy. Commissioner Garrison seconded the motion. Motion passed.

Commissioner Smith made a motion to approve the minutes of the October 11, 2005 regular meeting as mailed. Commissioner Garrison seconded the motion. Motion passed.

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

George Sickel asked about paying off the bond early.

Commissioner Smith made a motion to accept the October 31, 2005 Financial Report. Commissioner Garrison seconded the motion. Motion passed.

The 3rd Quarter Budget Report was completed October 31, 2005. Total Budget \$247,500.00, expenditures year to date \$167,557.42, leaving an ending balance of \$79,942.58.

Commissioner Smith made a motion to accept the 3rd Quarter Budget Report. Commissioner Garrison seconded the motion. Motion passed.

Vouchers of \$25,781.07 were presented to the Commissioners. The transferal of funds will be \$14,000.00 from the Cash Account into the Investment Account.

Commissioner Smith made a motion to approve payment of the vouchers and the transferal of funds. Commissioner Garrison seconded the motion. Motion passed.

Commissioner Smith made a motion to approve the November 4, 2005 payroll. Commissioner Garrison seconded the motion. Motion passed.

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

Commissioner Smith made a motion to accept the Chief's Report. Commissioner Garrison seconded the motion. Motion passed.

Chief Herbst gave a report regarding the Station 41 rear bay doors and water seeping under the doors. The recommended solution is to install a Schluter strip. The estimated cost for the repair would be \$1,353.00 with each of the 3 parties involved, the architect, the contractor, and the fire district, paying \$451.00 each.

Commissioner Smith made a motion to go with the recommended solution of installing a Schluter strip. Commissioner Garrison seconded the motion. Motion passed.

Marji Mueller arrived at 7:30 pm.

Chief Herbst was reading an email he received from Chief Wilson that was a report on the open burning guideline meeting Chief Wilson attended.

An emergency ALS call was toned out. Chief Herbst, Pat Lundemo and Diane Grau left the meeting to respond to the call at 7:36 pm.

Commissioner Smith finished reading the email from Chief Wilson. The email addressed the definition of a recreational fire, burn permits, burn bans, and requesting that citizens call to report they are going to burn.

Commissioner Garrison made a motion to raise the mileage reimbursement rate from 40.5 cents a mile to 48.5 cents a mile. Commissioner Smith seconded the motion. Motion passed.

Jacque Hartley requested answers to her questions from last month—Chief qualifications. Commissioner Garrison said that the Chief wanted to answer that question and since he was responding to the aid call the answer would come later. In regard to the question about the executive session from over a year ago, even the State Auditor said everything was in order. Nothing was done wrong.

Peggy Ware gave a report on the 2005 WFCFA Conference that she attended from October 20-22 at the Red Lion Hotel at the Park in Spokane. The keynote speaker was Chad Hymas. The different classes were "Technical Resources for Fire Districts", "Leadership, Ethics & Integrity in the Fire Service", "Volunteer Firefighters: Are they Employees or Volunteers?", and "Hiring Management: Avoiding the Pitfalls". Three past Jefferson County Fire Commissioners and Secretaries were remembered during the Memorial Service: Robert Clark, Commissioner District #4; John Parker, Commissioner District #3; and Patty Broderson, Secretary, Secretary District #2. One of the highlights of the conference was receiving 1st Place in Category D, Districts under a \$250,000 Budget, for Management Excellence.

Peggy Ware read (at the sender's request) a letter from Sherry Adcock to the Fire Commissioners and the Brinnon Fire Department.

Commissioner Smith made a motion to renew the employee medical and dental insurance coverage with the WFCA Health Plan for the calendar year 2006. Commissioner Garrison seconded the motion. Motion passed.

Peggy Ware reported that at the last Fire Commissioners and Secretaries Association meeting the EMS Special Agency Fund Budget Financial Clerk, Arlene Obtinario, made some recommendations regarding the monthly ambulance transport rate, the training coordinator fee, and the 2005 rebates. Members in attendance at the meeting were in agreement with the recommended changes, but the individual Fire Districts needed to actually approve the changes.

Commissioner Smith made a motion to raise the ambulance transport rate from \$12.00 to \$13.00 effective January 1, 2006, which is payable to the EMS Special Agency Fund; to increase the Training Coordinator's monthly stipend from \$400 to \$500 effective January 2006, which is payable from the EMS Special Agency Fund; to eliminate the annual \$600 payment to the EMS Special Agency Fund which had been earmarked for the Training Coordinator's monthly stipend; and to forego the 2005 rebate. Commissioner Garrison seconded the motion. Motion passed.

Commissioner Garrison made a motion to adopt the Policy Manual as written, and that furthermore the manual be placed into effect 15 December 2005, and that the manual will be made available for public review as per policy by 01 December 2005. Commissioner Smith seconded the motion. Motion passed.

Commissioner Smith read a request from the Chief to trade in 14 Aluminum MSA SCBA bottles w/valves at \$40.00 each, and purchase 14 Carbon Fiber MSA SCBA bottles w/valves at \$390.00 each. The company has a payment plan for 36 months @ \$180.94 per month.

George Sickel asked why we don't just purchase the SCBA bottles outright.

The commissioners explained that the District will not receive another large influx of money until the taxes are paid at the end of April, so it is better to make monthly payments at this time instead of a large cash payout. The SCBA bottles can always be paid off early.

Commissioner Smith made a motion to trade in the 14 aluminum MSA SCBA bottles w/valves, and to purchase the 14 carbon fiber MSA SCBA bottles w/valves with a payment plan for 36 months @ \$180.94 per month. Commissioner Garrison seconded the motion. Motion passed.

A memo from Chief Herbst was read regarding the volunteer point value. Chief Herbst is recommending that the 2006 point value be \$5.50 per unit/point.

Jacque Hartley has some objections to the new point system. She does not feel that a person that responds to the call should be given the same number of points as the person that actually transports. Also, she objects to the Chief having the ability to assign extra points if he deems it warranted.

Ms. Hartley stated that there has been no practical skills class since January, and she guesses that they are just supposed to get their training elsewhere.

Commissioner Garrison said that he would like more information. He will look into the new points system. He will talk to the Chief, and he would like to get feedback from all the volunteers.

George Sickel asked if Commissioner Garrison would be attending the volunteer meeting and talking to the volunteers.

Commissioner Garrison said that he would like to hear what other volunteers have to say. The 2006 volunteer point value will be tabled until the next meeting.

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

The meeting was adjourned at 8:09 pm.

Respectfully submitted,

Peggy Ware
District Secretary