

JCFPD #4 COMMISSIONERS MEETING

December 13, 2005

Chairman Garrison asked Commissioner McEdwards to preside over the meeting because Commissioner Garrison was having difficulty talking due to illness.

The meeting was called to order by Commissioner Ken McEdwards at 7:00 pm. Those present were Commissioners Ron Garrison and Meril Smith, Chief Bob Herbst, Secretary Peggy Ware, Marji Mueller, Diane Grau, Pat Lundemo, and Jacque Hartley. Gary Johnson arrived at 7:05 pm during the Chief's Report.

Commissioner Smith made a motion to approve the minutes of the November 8, 2005 regular meeting as mailed. Commissioner Garrison seconded the motion. Commissioner McEdwards abstained from the voting because he was not at the last meeting. Motion passed with two yes votes.

The November 30, 2005 Financial Report was presented to the Commissioners by Secretary Peggy Ware.

Commissioner Smith made a motion to accept the November 30, 2005 Financial Report. Commissioner Garrison seconded the motion. Motion passed.

Vouchers of \$8,198.36 were presented to the Commissioners. The transferal of funds will be \$7,000.00 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 December 5, 2005 payroll. Commissioner Garrison seconded the motion. Motion passed.

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

On December 5, we received a donation of 3 Laerdal suction units from Olympic Ambulance.

OESP has picked up the surplus equipment, and we will receive an itemized receipt in the near future.

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

Chief Herbst read a memo in response to questions that Jacque Hartley has asked at previous commissioners meetings. The memo addressed the volunteer evaluation of the chief, the chief's previous EMS training and experience, opportunities for skills training in Brinnon since February 2005, and newly adopted volunteer points system.

Commissioner McEdwards said that he would like to table setting a point value for the 2006 volunteer points. Item tabled.

The Chief read a report from the membership committee stating that James Boldt has met the requirements of conditional membership in the Brinnon Fire Department, and that the membership committee is recommending him for probationary membership.

Commissioner Smith made a motion to approve James Boldt as a probationary member of the Brinnon Fire Department. Commissioner Garrison seconded the motion. Motion passed.

The Chief read a report from the membership committee stating that Dick Bergeron has met the requirements of conditional membership in the Brinnon Fire Department, and that the membership committee is recommending him for probationary membership.

Commissioner Smith made a motion to approve Dick Bergeron as a probationary member of the Brinnon Fire Department. Commissioner Garrison seconded the motion. Motion passed.

Commissioner Smith made a motion to adopt Resolution 2005-3, A Resolution approving a plan by the Law Enforcement Officers and Fire Fighters Retirement System Extending Federal Old Age and Survivors Insurance Benefits to Employees of Jefferson County Fire Protection District No. 4 to be effective as of January 1, 1989, providing funds therefore and requesting a referendum thereon. Commissioner Garrison seconded the motion. Motion passed.

The IRS has set the mileage reimbursement rate for 2006 at 44.5 cents per mile. Commissioner Smith made a motion to lower the mileage reimbursement rate from 48.5 cents per mile to 44.5 cents per mile effective January 1, 2006. Commissioner Garrison seconded the motion. Motion passed.

Chief Herbst read a report from the membership committee recommending Bruce E. Futhey as a conditional member of the Brinnon Fire Department contingent upon Mr. Futhey passing a physical. Approximately 25 years ago, Mr. Futhey was given a medical retirement from the Santa Clara County Fire Department. Commissioner Smith made a motion to approve Bruce Futhey as a conditional member of the Brinnon Fire Department contingent upon Mr. Futhey's passing a physical. Commissioner Garrison seconded the motion. Motion passed.

Commissioner Smith stated that he would not participate in voting on the next two volunteer applicants, Meril Smith and Yolanda Smith.

Chief Herbst read a report from the membership committee recommending Meril Smith for conditional membership in the Brinnon Fire Department. Commissioner Garrison made a motion to approve Meril Smith as a conditional member of the Brinnon Fire Department. Commissioner McEdwards seconded the motion. Motion passed.

Chief Herbst read a report from the membership committee recommending Yolanda Smith as a conditional member of the Brinnon Fire Department.

Commissioner Garrison made a motion to approve Yolanda Smith as a conditional member of the Brinnon Fire Department. Commissioner McEdwards seconded the motion. Motion passed.

Chief Herbst presented a proposal to purchase a used 1981 Mack Engine, and a used 1991 Ford Aid Unit from Island County #2. The Chief suggested offering \$22,000.00 for the two vehicles to be paid in two equal payments with the first payment due in May 2006, and the second payment due in May 2007. Chief Herbst and Commissioner Smith went to Island County #2 and checked the vehicles over. The Mack Engine is an automatic, and is a turbo diesel. It is the same as the Mack we already have so it would standardize equipment. It has the capacity to pump 2000 gpm. Island County #2 has owned the engine for just over 10 years. The school district has done the regular vehicle maintenance work.

Commissioner Smith said that he was impressed with both the engine and the aid car. Commissioner McEdwards said that he would like to have a mechanic check out both vehicles before making any purchase. He would like to see the mechanics service reports. He definitely likes the idea of standardizing equipment.

Commissioner Garrison said that he is leery of used equipment, but if it will advance the district and the volunteers he would be in favor of the purchase.

Pat Lundemo asked if the engine would go up Mt. Walker at a good speed.

The Chief responded with a yes.

Commissioner Garrison made a motion to offer Island County #2 \$20,000.00, to be paid in two equal payments with the first payment being in May 2006 and the second payment coming due in May 2007, for the 1981 Mack Engine and the 1991 Ford Aid Unit with the purchase being contingent upon the mechanic report. Commissioner Smith seconded the motion. Motion passed.

Peggy Ware read a letter of resignation from Jacque Hartley to the Brinnon Volunteer Fire Department.

Commissioner McEdwards thanked Jacque for her service. The other Commissioners said thank you.

Commissioner Garrison made a motion to accept Jacque Hartley's resignation from the Brinnon Fire Department. Commissioner Smith seconded the motion. Motion passed.

Chief Herbst gave a report on the MCI Plan for Jefferson County. A controlling authority had not been designated. The County Fire Chief's have become the controlling agency. The plan will need to be approved by the Fire Commissioners. There will be a County MCI Command Vehicle and Trailer.

Jacque Hartley asked if she could have a copy of the memo the Chief read that was answering her previous questions.

Chief Herbst said he would give her a copy.

Jacque Hartley asked if the Marx Scruggs-AED in Aid 42 was working. She said that three weeks ago Don Coleman and Sue Fresonke checked the AED and it did not work.

Chief Herbst said that he hadn't been told that the AED was malfunctioning, and he would check into it.

Jacque Hartley asked why the district was spending \$5,000.00 to replace the SCBA bottles instead of new AED's to replace the old units. She feels that EMS is not the priority.

Chief Herbst said that even though the AED's are old they are still functional, and the units have passed the testing conducted by Physio Control. The purchase of the SCBA bottles was over the Chief's discretionary spending limit, so the commissioners had to approve the expenditure of the SCBA bottles. The SCBA bottles are being purchased on a payment plan. The Chief will be looking into the report about the AED malfunctioning. Jacque Hartley asked if the commissioners were working on the secretary job description. Commissioner Garrison responded with "yes".

Peggy Ware asked the Commissioners to schedule a special meeting on Monday, December 20 to set up funds for the payroll account.

Commissioner Garrison made a motion to call a Special Fire Commissioners Meeting on Monday, December 20, 2005, at 5:30 pm for the purpose of setting up funds for the new payroll account. Commissioner Smith seconded the motion. Motion passed. Peggy will notify the commissioners if for any reason the meeting gets cancelled.

At 8:02 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 8:30 pm.

At 8:26 pm, the executive session ended.
Gary Johnson left.

At 8:30 pm, Commissioner McEdwards recalled the meeting to order.

Commissioner Smith made a motion to adjourn the meeting. Commissioner Garrison seconded the motion. Motion passed.
The meeting was adjourned at 8:31 pm.

Respectfully submitted,

Peggy Ware
District Secretary