

## JCFPD #4 COMMISSIONERS MEETING

February 13, 2007

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, Clair Pittman, Anne Pittman, Yolanda Smith, Sue Fresonke, Dawn Audette, Jacque Hartley, and Dillan McEdwards. Dillan McEdwards left shortly after the meeting started.

Commissioner Smith made a motion to approve the minutes of the January 9, 2007 regular meeting as mailed. Commissioner McEdwards seconded the motion. Motion passed.

The January 31, 2007 Financial Report was presented to the Commissioners by Secretary Peggy Ware.

Commissioner McEdwards made a motion to accept the January 31, 2007 Financial Report. Commissioner Smith seconded the motion. Motion passed.

The 4<sup>th</sup> Quarter/Final Budget Report was completed on January 20, 2007. Total Budget \$239,825.00, expenditures year to date \$218,634.79, leaving an ending balance of \$21,190.21.

Vouchers of \$21,395.61 were presented to the Commissioners. The transfer of funds will be \$18,900.00 from the Investment Account into the Cash Account.

Commissioner McEdwards made a motion to pay the vouchers in the amount of \$21,395.61, and to approve the transfer of funds in the amount of \$18,900.00. Commissioner Smith seconded the motion. Motion passed.

Commissioner Smith made a motion to approve the February 5, 2007 payroll in the amount of \$6,901.73. Commissioner McEdwards 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 McEdwards seconded the motion. Motion passed.

Chief Herbst said the Policy 3300P-Public Access to District Records, and Policy 3301-Website are both in regard to the website.

Commissioner Smith was absent from last month's regular meeting, and he did not receive the information regarding Policy 3300P and Policy 3301. In order to give Commissioner Smith a chance to read through the information the Commissioners are tabling discussion of the policies until next month.

Chief Herbst reported that he had sent a letter to Don Coleman to notify him that his one year Leave of Absence from the Brinnon Fire Department would soon be up, and that he

needed to know what Mr. Coleman's intentions were in regard to membership in the Fire Department.

Don Coleman submitted a letter of resignation from the Brinnon Fire Department that was dated February 7, 2007.

As per Mr. Colman's request, Chief Herbst read Mr. Coleman's letter of resignation to the Commissioners.

Commissioner Smith made a motion to drop Don Coleman from the Brinnon Fire Department roster effective February 14, 2007. Commissioner McEdwards seconded the motion. Motion passed.

Chief Herbst reported that on January 9, 2007 he sent a letter to Janeel Eddie informing her that her Leave of Absence from the Brinnon Fire Department would be up on January 10, 2007, and he requested that she contact him in writing by January 17, 2007 regarding her intentions. Chief Herbst received no response.

Commissioner McEdwards made a motion to drop Janeel Eddie from the Brinnon Fire Department roster effective January 10, 2007. Commissioner Smith seconded the motion. Motion passed.

Commissioner McEdwards made a motion to approve Secretary Peggy Ware's attendance at the Washington Administrative Support Conference being held from April 29 to May 3, 2007 at the Red Lion Inn at the Park in Spokane. Commissioner Smith seconded the motion. Motion passed.

There was no public comment.

Commissioner Smith made a motion to adjourn the meeting. Commissioner McEdwards seconded the motion. Motion passed. The meeting was adjourned at 7:19 pm.

Respectfully submitted,

Peggy Ware  
District Secretary