

JCFPD #4 COMMISSIONERS MEETING

JANUARY 13, 2009

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, and 22 community members to include: Yolanda Smith, Anne Pittman, Carol Smith, Katie Brostrom, Dalila Dowd, John Dowd, George Sickel, Evelyn Cemper, Mike Hyde, Don Coleman, Diane Coleman, Mike Sims, Mike Langenbach, Tracy Petrasek, Patrick Titterness, Diane Garrison, Ron Stephens, Eric Hendricks, Joanie Hendricks, Elaine Jernberg, and Uerla Coone.

Election of the Chairman of the Board was added under new business.

Commissioner McEdwards made a motion to approve the minutes of the December 9, 2008 regular meeting as mailed. Commissioner Smith seconded the motion. Motion passed.

The December 31, 2008 Financial Report was presented to the Commissioners by Secretary Peggy Ware.

Commissioner Smith made a motion to accept the December 31, 2008 Financial Report. Commissioner McEdwards seconded the motion. Motion passed.

Vouchers of \$19,199.27 were presented to the Commissioners. Transfer of funds will be \$19,199.27 from the Investment Account into the Cash Account.

Commissioner McEdwards made a motion to pay the vouchers in the amount of \$19,199.27, and to transfer \$19,199.27 from the Investment Account into the Cash Account. Commissioner Smith seconded the motion. Motion passed.

Commissioner Smith made a motion to approve the January 5, 2009 payroll in the amount of \$8,253.04. 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 presented a power point presentation regarding Volunteer Firefighters and training requirements, grants, and solicited donations that Fire District #4 has received since the beginning of 2005.

There was no Volunteer Ambulance & Firefighters Association President Report.

Commissioner Garrison reported that he and Chief Herbst had met with the community advisory group. The advisory group had a number of ideas that were discussed at the meeting. Commissioner Garrison said that the advisory group would support the right levy measure.

Mike Hyde said that the advisory group will support the Fire District Levy.

Commissioner McEdwards recommended an EMS Levy.

Commissioner McEdwards made a motion to run an EMS Levy at \$0.50/\$1,000.00 of assessed valuation. Commissioner Smith seconded the motion. Motion passed.

Chief Herbst reminded everyone that as per RCW's EMS Levy money can only be used for Emergency Medical Services and support. Also, an EMS Levy is a new levy and will require a 60% yes vote for passage.

Commissioner McEdwards recommends placing the measure on the ballot in August.

Chief Herbst stated that the possible election dates are in April, May, August, and November. The Fire Commissioners extended the Fire Chief contract for 6 months, and the extension expires on June 30, 2009. The Fire Commissioners and Fire Chief will need to start negotiating the contract before the August election date.

Mike Hyde suggested running an EMS levy for \$0.58/\$1,000.00 of assessed valuation.

Chief Herbst said that we are limited to \$0.50.

Commissioner McEdwards made a motion to place an EMS Levy on the August 18, 2009 ballot. Commissioner Smith seconded the motion. Motion passed.

The filing date is May 26, 2009.

Chief Herbst read a recommendation to accept FF/EMT-B Shawn Moos as a full time employee of Jefferson County Fire Protection District #4 effective January 5, 2009. Mr. Moos has been doing per diem work for the Fire District during part of 2008, and Chief Herbst has made a conditional offer of employment to Mr. Moos.

Commissioner Smith made a motion to accept FF/EMT-B Shawn Moos as a full time employee of Jefferson County Fire Protection District #4 effective January 5, 2009 as set forth in the agreed upon contract. Commissioner McEdwards seconded the motion. Motion passed.

Chief Herbst presented a contract for berthing space for Marine 41 at Home Port Marina. Home Port Marina is near the entrance to Pleasant Harbor. The space would cost approximately \$68.00 per month.

Commissioner Smith made a motion to approve the contract for berthing space for Marine 41 at Home Port Marina. Commissioner McEdwards seconded the motion. Motion passed.

Chief Herbst read Resolution 2009-1/Resolution to add \$10,000.00 to the 2008 Budget so that the District will not show a deficit at the close of the fiscal year.

Commissioner McEdwards made a motion to adopt Resolution 2009-1, a resolution to add \$10,000.00 to the 2008 Budget so that the Fire District will not show a deficit at the close of the fiscal year. Commissioner Smith seconded the motion. Motion passed.

Chief Herbst read Resolution 2009-2/Resolution setting the balance of the Payroll Checking Account at \$10,000.00.

Commissioner Smith made a motion to adopt Resolution 2009-2, a resolution setting the balance of the Payroll Checking Account at \$10,000.00. Commissioner McEdwards seconded the motion. Motion passed.

Commissioner McEdwards made a motion to have Commissioner Ron Garrison remain as Chairman of the Board for 2009. Commissioner Smith seconded the motion. Motion passed.

Commissioner Garrison asked for public comment.

Dalila Dowd thanked the Brinnon Fire Department for all their efforts during the winter storms.

George Sickel commented on the Fire Chief's presentation regarding Volunteer training requirements. Mr. Sickel felt that a 60% attendance requirement seemed rather high. He wondered what other departments require.

Chief Herbst responded that all districts are different. The Board for Volunteer Firefighters is in the process of adopting a minimum standard for all fire districts that do not have a policy in place. Chief Herbst was only including Wednesday night drills in the presentation. If a volunteer comes in and trains other times it can be counted towards the minimum drill requirement. The training requirements listed in the presentation were only in regard to Fire. EMT's are required to meet additional requirements. Currently, we are participating in the Online OTEP through King County.

Diane Garrison thanked John Dowd for his long hours plowing the roads during the past storms.

Mike Hyde reported on the citizens' advisory group. They met with Commissioner Garrison and Chief Herbst. One goal is a levy. Now that a levy date has been set the citizen's advisory group will work to pass the levy. Mr. Hyde asked if the commissioners know people that would like to join the advisory group. If so, have them contact Mike Sims.

Chief Herbst responded that Lonnie Reynolds would be a member of the advisory group. Mike Hyde said that the advisory group would like Fire District #4 to share a Paramedic with Quilcene.

Commissioner Garrison said that the Chairman of Fire District #2, Dave Ward, is out of town for a month. When Commissioner Ward returns, Commissioner Garrison will set up a meeting with him.

Mike Hyde said that the advisory group submitted nine items that they thought are pertinent. They are:

1. Levy
2. Fund a grant reserve fund
3. Re-instate volunteer points
4. An equipment reserve fund
5. Volunteer training
6. Shared Paramedic
7. 1 EMT
8. Chief's salary
9. Secretary salary & hours

Mike Hyde asked about what would be done with the \$7,000.00 left in the UTGO Bond 99 Fund.

Secretary Ware said that do not know exactly how much money there will be because there are still fees left to be paid.

Chief Herbst said that once everything has been paid the commissioners will decide what to do with the money.

Commissioner Smith made a motion to adjourn. Commissioner McEdwards seconded the motion. Motion passed. The meeting was adjourned at 7:55 pm.

Respectfully submitted,

Peggy Ware
District Secretary