

## JCFPD #4 COMMISSIONERS MEETING MINUTES

Brinnon Fire Department

JUNE 9, 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, John Dowd, Dalila Dowd, Evelyn Cemper, Sean Leonard, Linda Tilsner, Anne Pittman, Sandy Bardon, Patrick Titterness, Catlyn Fields, Brandan Schleich, Nick Fields, Rick Hjelvik, Katie Brostrom, Jim Watson, and Joanie Hendricks.

Chief Herbst requested a change to the agenda—drop item 9b under new business as ISO perspective changes to insurance ratings will be covered during the Chief's Report.

Commissioner Smith made a motion to approve the minutes of the May 12, 2009 regular meeting as mailed. Commissioner McEdwards seconded the motion. Motion passed.

The May 31, 2009 Financial Report was presented to the Commissioners by Secretary Peggy Ware.

Commissioner McEdwards made a motion to accept the May 31, 2009 Financial Report. Commissioner Smith seconded the motion. Motion passed.

Vouchers of \$21,286.01 were presented to the Commissioners. Transfer of funds will be \$21,286.01 from the Investment Account into the Cash Account.

Commissioner Smith made a motion to transfer \$21,286.01 from the Investment Account into the Cash Account. Commissioner McEdwards seconded the motion. Motion passed.

Commissioner McEdwards made a motion to pay the vouchers in the amount of \$21,286.01, and transfer the funds to do so. Commissioner Smith seconded the motion. Motion passed.

Commissioner Smith made a motion to approve the June 5, 2009 payroll in the amount of \$9,835.21. Commissioner McEdwards seconded the motion. Motion passed.

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

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

There was no Volunteer Ambulance & Firefighters Association President Report.

There was no old business.

Chief Herbst reported on the status of the Jefferson County/City of Port Townsend Natural Hazards Mitigation Plan, and the fact that Jefferson County Fire Protection District #4 needs to adopt a resolution reflecting continued participation in the program. Chief Herbst read Resolution 2009-8, Resolution Authorizing the Jefferson County Fire Protection District #4 to Participate in the 2009 Revision of the Jefferson County—City of Port Townsend Natural Hazards Mitigation Plan.

Commissioner McEdwards made a motion to adopt Resolution No. 2009-8 Authorizing the Jefferson County Fire Protection District #4 to Participate in the 2009 Revision of the Jefferson County—City of Port Townsend Natural Hazards Mitigation Plan.

Commissioner Smith seconded the motion. Motion passed unanimously.

Chief Herbst read a recommendation to accept Brandan Schleich as a 45 day conditional member of the Brinnon Fire Department.

Commissioner Smith made a motion to accept Brandan Schleich as a 45 day conditional member of the Brinnon Fire Department. Commissioner Garrison seconded the motion. Motion passed.

Secretary Peggy Ware requested the Fire Commissioners cancel outstanding ambulance bills totaling \$9,164.40.

Commissioner Smith made a motion to approve canceling outstanding ambulance bills in the amount of \$9,164.40. Commissioner McEdwards seconded the motion. Motion passed.

Commissioner Garrison asked for public comment.

Jim Watson expressed appreciation because he brought some friends by the Fire Station a few weekends ago, and the Firefighter on duty took the time to show them the vehicles. Joanie Hendricks announced that she has voter registration applications for citizens interested in registering to vote.

At 7:25 pm, Commissioners Ron Garrison, Ken McEdwards and Meril Smith, and Chief Bob Herbst retired into executive session for a personnel issue. Commissioner Garrison said that the meeting would reconvene at 7:45 pm, and that action may or may not be taken.

At 7:41 pm, the executive session ended.

At 7:45 pm, Commissioner Garrison recalled the meeting to order.

Commissioner Garrison stated that after discussion, the Fire Commissioners and Fire Chief have agreed on a second extension to the existing Employment Agreement dated December 11, 2007.

Chief Herbst read a Memorandum of Understanding between the Board of Fire Commissioners of Jefferson County Fire Protection District #4 and Fire Chief Robert E. Herbst, Jr. dated June 9, 2009. The MOU calls for an extension to the current MOU with an end date of January 20, 2010, with no changes proposed or agreed to by either party; and if a levy ballot measure is placed before the public and passes during the extension the Commissioners will enter into binding good faith contract negotiations. Commissioner McEdwards made a motion to approve the Memorandum of Understanding between the Board of Fire Commissioners of Jefferson County Fire Protection District #4 and Fire Chief Robert E. Herbst, Jr. dated June 9, 2009. Commissioner Smith seconded the motion. Motion passed.

Commissioner Smith made a motion to adjourn the meeting. Commissioner McEdwards seconded the motion. Motion passed. The meeting was adjourned at 7:48 pm.

Respectfully submitted,

Peggy Ware  
District Secretary