

JCFPD #4 COMMISSIONERS MEETING MINUTES

Brinnon Fire Department

OCTOBER 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, John Dowd, Dalila Dowd, Sue Bond, Sandy Bardon, Ron Stephens, Wayne Schlaefli, and Mike Eastman.

Commissioner McEdwards made a motion to approve the minutes of the September 8, 2009 regular meeting as mailed. Commissioner Smith seconded the motion. Motion passed.

Commissioner Smith made a motion to approve the minutes of the September 18, 2009 special meeting as mailed. Commissioner McEdwards seconded the motion. Motion passed.

The September 30, 2009 Financial Report was presented to the Commissioners by Secretary Peggy Ware.

Commissioner McEdwards made a motion to accept the September 30, 2009 Financial Report. Commissioner Smith seconded the motion. Motion passed.

Vouchers of \$15,397.86 were presented to the Commissioners. Transfer of funds will be \$15,397.86 from the Investment Account into the Cash Account.

Commissioner Smith made a motion to pay the vouchers in the amount of \$15,397.86, and to transfer \$15,397.86 from the Investment Account into the Cash Account.

Commissioner McEdwards seconded the motion. Motion passed.

Commissioner McEdwards made a motion to approve the October 5, 2009 payroll in the amount of \$9,202.59. Commissioner Smith 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.

The Volunteer Ambulance & Firefighters Association President Report was presented by Volunteer Association Secretary/Treasurer Ron Stephens. Ron Stephens reported that they had been working with the Chief to rewrite parts of the point's policy. The additions/rewrite of the policy has already been presented to the Volunteer Ambulance & Firefighters Association, and the Volunteers have approved it unanimously.

Chief Herbst reported that he and a couple of representatives for the Volunteer Association have been working on the Volunteer Points Policy Revision. The changes/revisions are Item 2.10 and Item 3.17. This is a first reading.

Chief Herbst read Resolution 2009-11 Authorizing Purchase of 1996 Chevy Suburban. Commissioner McEdwards made a motion to adopt Resolution 2009-11 Authorizing Purchase of 1996 Chevy Suburban. Commissioner Smith seconded the motion. Motion passed.

Chief Herbst read Resolution 2009-12 Authorizing Resolution for Loan with Washington State to fund purchase of 1996 Chevy Suburban. Commissioner McEdwards made a motion to adopt Resolution 2009-12 Authorizing Resolution. Commissioner Smith seconded the motion. Motion passed.

Chief Herbst reported that, as per Chairman Garrison's direction, over the next several months District policies will be updated.

Chief Herbst read Policy 2420-Employee Work Schedules. This is a first draft/read.

Chief Herbst read Policy 2732-Employee Compensatory Time. This is a first draft/read.

Chief Herbst read Policy 2733-Employee Vacation. This is a first draft/read.

Chief Herbst read Policy 2734-Employee Sick Leave. This is a first draft/read.

Chief Herbst read Policy 2735-Employee Paid Holidays. This is a first draft/read.

Chief Herbst read Policy 2801-Volunteer Membership Requirements-Modification. Item 3.22 is an addition. This is a first draft/read.

Chief Herbst read a recommendation to grant Volunteer Firefighter Danny VanZandt a Personal Leave of Absence effective October 13, 2009.

Commissioner Smith made a motion to grant Volunteer Firefighter Danny VanZandt a personal leave of absence effective October 13, 2009. Commissioner McEdwards seconded the motion. Motion passed.

Commissioner Garrison asked for public comment.

Wayne Schlaefli asked if we are looking for input in regard to the policy revisions.

Chief Herbst responded that the volunteers gave input into the point's policy revision.

Mike Eastman asked about the period of the loan and the interest rate.

Commissioner Garrison responded that the loan is for three years. Chief Herbst said that the estimate for the interest rate is 4%, but we will not know the actual amount until we actually receive the loan.

At 7:35 pm, Commissioners Ron Garrison, Ken McEdwards and Meril Smith, and Chief Herbst retired into executive session for a personnel issue. Commissioner Garrison said that the meeting would reconvene at 7:55 pm, and that action may or may not be taken at that time. Commissioner Garrison welcomed the audience to remain, but if they chose to leave he thanked them for attending the meeting.

At 7:55 pm the executive session ended. Dalila Dowd, John Dowd, and Ron Stephens were the audience members remaining.

At 7:56 pm, Commissioner Garrison recalled the meeting to order and announced that no action would be taken.

Commissioner Smith made a motion to adjourn. Commissioner McEdwards seconded the motion. Motion passed. The meeting was adjourned at 7:56 pm.

Respectfully submitted,

Peggy Ware
District Secretary