

JCFPD #4 COMMISSIONERS MEETING MINUTES

Brinnon Fire Department

DECEMBER 8, 2009

The meeting was called to order by Chairman Ron Garrison at 7:00 pm. Those present were Commissioner Ken McEdwards and Meril Smith, Chief Bob Herbst, Secretary Peggy Ware, Brandan Schleich, John Dowd, Dalila Dowd, Anne Pittman, Jim Watson, Elaine Jernberg, and Stan Walter.

Commissioner McEdwards made a motion to approve the minutes of the November 10, 2009 regular meeting as mailed. Commissioner Smith seconded the motion. Motion passed.

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

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

Vouchers of \$16,344.99 were presented to the Commissioners. Transfer of funds will be \$16,344.99 from the Investment Account into the Cash Account.

Commissioner McEdwards made a motion to pay the vouchers in the amount of \$16,344.99, and to transfer \$16,344.99 from the Investment Account into the Cash Account. Commissioner Smith seconded the motion. Motion passed.

Commissioner Smith made a motion to approve the December 4, 2009 payroll in the amount of \$9,962.33. Commissioner McEdwards seconded the motion. Motion passed.

Elaine Jernberg and Stan Walter arrived.

The Chief's Report/Ambulance Report was presented by Chief Bob Herbst. Chief Herbst added four items to the Chief's Report.

1. Chief Herbst met with a representative from EMSAR regarding Class "A" Equipment Maintenance. The cost estimate per year to inspect our Class "A" Equipment is \$300.00.

1. L N Curtis and Sons has been conducting the yearly maintenance on the SCBA air compressor, but they have not shown up in a year and a half. Chief Herbst reported that he had received a quote of \$600.00 for annual maintenance for the SCBA air compressor from SeaWestern. This quote is \$150.00 less than L N Curtis' quote.

3. Currently, we are getting our oxygen through Farrell's Home Health. Chief Herbst reported that he had contacted Olympic Oxygen, and the tanks would be cheaper and there would be a quicker turn around. Olympic Oxygen drives the Canal every Tuesday

and Thursday, so they could pick up empty tanks on Tuesday and deliver them filled on Thursday. Currently, we have tanks that are out of hydro.

4. Double D Electric will be here tomorrow to start on the electricity for the upstairs. 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.

Chief Herbst reported that shortly before last month's meeting, Wayne Schlaefli gave the District Secretary a letter from Jacque Hartley, Brinnon Emergency Response Team. As per district policy, the letter did not meet the deadline to be on the agenda for last month's meeting, so Chief Herbst was going to read the letter now. The letter is in regards to a request for phone tree assistance for a hazardous condition.

The 2010 IRS standard mileage rate is 50 cents per mile.

Chief Herbst read Resolution 2009-16—Resolution to add \$25,000.00 into the 2009 Budget. Chief Herbst explained to the audience that this is not a loan. During the course of the year, we receive funds that were not expected. Upon deposit, this revenue is just added to the General Fund, and a budget extension is required to designate the funds as part of the current budget.

Commissioner Smith made a motion to adopt Resolution 2009-16—Resolution to add \$25,000.00 into the 2009 Budget. Commissioner McEdwards seconded the motion. Motion passed.

Chief Herbst read Resolution 2009-17—Increase Payroll Checking Account. Commissioner McEdwards made a motion to adopt Resolution 2009-17—Resolution to Increase the reconciled balance of the payroll checking account to \$11,500.00. Commissioner Smith seconded the motion. Motion passed.

Secretary Ware reported that there had been considerable increases to some of the premiums for employee medical insurance. Due to the premium increase of the HD-1250 Plan, she recommended that the Commissioners not offer this plan this year. Commissioner Smith made a motion to renew the WFC/Trusteed Plans Service Corporation employee medical/vision/dental/life insurance for 2010 with the only change from 2009 being the deletion of the HD-1250 Plan. The District pays 100% of the employee premiums, and the dependent premiums are the responsibility of the employee. Commissioner McEdwards seconded the motion. Motion passed.

Commissioner Garrison asked for public comment.

Jim Watson stated that Brinnon School will be running a 2 year Maintenance and Operations Levy on February 9, 2010. The 1st year will be for the same amount of the current levy, and the 2nd year will be increased by 5.5%.

Also, Mr. Watson commended Chief Herbst for his attention to detail in the running of the Fire District. The Commissioners made a good choice.

At 7:25 pm, Commissioners Ron Garrison, Ken McEdwards and Meril Smith, and Chief Herbst retired into executive session for two personnel issues and Fire Chief contract negotiations. Commissioner Garrison said that the meeting would reconvene at 7:45 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 7:45 pm, the executive session ended. Brandan Schleich, Anne Pittman, Stan Walter, and Elaine Jernberg were still in attendance.

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

Chief Herbst read a recommendation to extend Firefighter/EMT Shawn Moos probation until March 9, 2010. A requirement of Firefighter Moos employment is successful completion of ILS Certification in one year. The finals for the ILS Class are not until mid December. This request is not a reflection of Firefighter Moos performance, but is strictly due to the fact that the results of his finals will not be available for two to three months. If the results come back before that date the extension could be changed. Commissioner Smith made a motion to extend Firefighter/EMT Shawn Moos probation until March 9, 2010. Commissioner McEdwards seconded the motion. Motion passed.

Chief Herbst read a timeline regarding Firefighter Patrick Lundemo's participation/lack of participation in the Brinnon Fire Department since his return from medical leave of absence in March of 2009. Due to his lack of participation, Firefighter/EMT Patrick Lundemo has not met the training requirements of an active firefighter with the Brinnon Fire Department.

Commissioner McEdwards said that he reluctantly made a motion to remove Patrick Lundemo from the roster of the Brinnon Fire Department. 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 7:50 pm.

Respectfully submitted,

Patricia Ware, District Secretary