



Clallam County Fire District 3

Motto: Serve, Respect, Prevent and Protect

BOARD OF COMMISSIONERS - REGULAR MEETING MINUTES

June 19, 2018

Chair Barnfather called the Board of Commissioners Regular meeting for Clallam County Fire District 3 to order at 1:00 p.m. at Station 34 – 323 N Fifth Avenue, Sequim, WA. Present were: Commissioners James D. Barnfather, G. Michael Gawley, Steven K. Chinn, Fire Chief Ben Andrews, Assistant Chiefs Tony Hudson, Eric Quitslund and Dan Orr, Administrative Assistant Lori Coleman, Finance Manager Alwynn Movius, Captain Marc Lawson, FF/PM Erik Payne and Bryce McGinley, FF/EMT Kjel Skov, citizen Mel Fisher and Phil Roe.

Commissioner Barnfather adjourned the regular meeting at 1:01 p.m. to open the Public Hearing. Present were: Commissioners James D. Barnfather, G. Michael Gawley, Steven K. Chinn, Fire Chief Ben Andrews, Assistant Chiefs Tony Hudson, Eric Quitslund and Dan Orr, Administrative Assistant Lori Coleman, Finance Manager Alwynn Movius, Captain Marc Lawson, FF/PM Erik Payne, Kevin VanDeWege and Bryce McGinley, FF/EMT Travis Anderson and Kjel Skov, volunteer Joe Carter; citizen Mel Fisher, Douglas Marsh, Gloria Brown, Mike Dashiell, Randy Smith, Sherry Smith, Carolyn Dennis, and Phil Roe.

PUBLIC HEARING – Proposed Levy Lid Lift Discussion – Chief Andrews delivered a presentation, identical to the one presented at last week’s special meeting, which highlighted the District’s past and current financial and operational overview reporting that: the District relies on two property taxes to fund emergency services, one for EMS and one for the General fund. Currently the General fund levy rate is at \$1.26 per \$1,000 assessed property value. The proposed levy lid lift would increase the current rate of \$1.26 to \$1.50. By law, the District can only increase revenue annually by 1% without voter approval; that increase does not keep up with inflation nor the costs associated with the community’s rising call volume. If voters approve the proposed levy lid lift, the estimated cost would be around \$5.00 a month (\$60 a year) on a home assessed at \$250,000.00. If the levy does not pass, the District will have to balance the budget by deficit spending starting in 2019. The capacity to deficit spend is estimated to run out in 2023. At that point, the District will be forced to balance the budget with program and service level cuts.

Chief Andrews entertained a question and answer session noting that: the District cannot ask for voters to approve beyond a six-year time frame for a lid lift increases; he is currently looking into a multi-year lid lift option that would be based on an inflation rate or a flat rate escalator, he plans to have a levy recommendation for the board at the next meeting; he informed everyone that we have over 400 CERT members; 87% of our calls are EMS based; he advised that all funded staff positions are filled at this time; he told community members that they are welcome to start talking about the levy and what they learned here today; starting conversations and using word of mouth to educated other citizens would be helpful in disseminating accurate information; he stated he received one e-mail this week regarding the levy, noting that the e-mailer mentioned taxing city residents at a higher rate because the majority of citizens using services live within city limits, reporting that that is not an option to us at this time.

Commissioner Barnfather adjourned the Public Hearing at 1:43 p.m., requesting a 12 minute recess.

Commissioner Barnfather called the regular meeting back to order at 1:55 p.m.

APPROVAL OF AGENDA

Commissioner Barnfather called for changes to the agenda; Commissioner Barnfather added Agenda Bill 4, Operations Report.

APPROVAL OF MINUTES

Commissioner Gawley moved and Commissioner Chinn seconded to approve the June 5, 2018, Regular Meeting minutes. **MOTION CARRIED.**

Commissioner Gawley moved and Commissioner Chinn seconded to approve the June 12, 2018, Special Meeting minutes. **MOTION CARRIED.**

PUBLIC COMMENT

No public comment.

REGULAR BUSINESS

Chief's Report – Chief Andrews reviewed his written report, reporting that:

- PenCom ILA – The City of Port Angeles authorized a group of signatories to the Inter-Local Agreement (ILA) to begin discussions regarding regionalization of PenCom and JeffCom dispatch centers
- Radio Tower Legal Action – Three separate appeals will be heard at a single hearing with Brian Snure serving as the District's legal counsel.
- OMC Receiving Facility – Eric Lewis, CEO of OMC, needs more time to gather data that was requested. Meanwhile, Chief Andrews will meet with him on June 28th to start discussions about a possible receiving facility in Sequim.
- Local 2933 – Met last week for another mediation session, with no further tentative agreement.
- Raw Call Count, YTD, report attached and mentioned.

Risk Reduction & Planning Report – AC Orr reviewed his written report, reporting that: B occupancy inspections continue; local festivals inspected; flowing hydrants in Carlsborg for new business construction; school district's installing 6 double-wide portables by the community school; an investigation into the Knapp Road Fire was done by FF/EMT Scott Dickson and Volunteer John McKenzie, concluding the cause of the fire was an unattended candle; faith based groups continue to search for a solution to house Red Cross supplies, Clallam Fire 3 is offering housing for up to 90 days to allow time to procure a permanent location; meetings continue with the school district and police department to discuss active shooter reunification; Stop the Bleed was delivered to the school districts transportation department; working with the City of Sequim on an ILA, Chief Andrews added that we are looking to service some of their vehicles as we have capacity; Harbor Freight granted the District \$500.00 to purchase tools for the CERT team; Stop, Drop and Roll was taught to two Preschool classes by John McIntyre; "getting out of your home" was taught to 5 kindergarten classes by Hueter, McIntyre and Brygider; we teamed up with Red Cross to install 32 smoke detectors in 19 homes in the Carlsborg Mobile Estates and 25 CERT members graduated in the May class, no summer classes will be offered.

Agenda Bill 1: Service Delivery Study Update – Chief Andrews handed out a service delivery study packet reporting that: the highlighted areas are the current updates; he is meeting with Eric Lewis, CEO of OMC June 28th to start discussions about a receiving facility in Sequim; a draft apparatus replacement plan was presented to the Board in May, a fleet wide comprehensive plan will follow enabling a financial plan to be executed; a QA/QI program will be demonstrated on June 27th; Joe Lancheros is designing monthly reports to track duration for transferring patients to receiving facilities.

Agenda Bill 2: Commissioner Compensation Policy – Commissioner Barnfather removed from Agenda. Chief Andrews reported that erroneous information was disseminated that the compensation increase was to take effect July 1, 2018, the actual date is January 1, 2019. This item will be added to a December agenda.

Agenda Bill 3: Approval of Payroll and Expense Claims – Commissioners conducted their review of the expense claims and payroll reports. Commissioner Chinn moved and Commissioner Gawley seconded to approve Accounts Payable Claim check numbers 107031 through 107068, dated June 19, 2018, totaling \$28,992.97; Payroll Warrant/Claim check numbers 107020 through 107030; Payroll EFT's and IRS deposit for monthly payroll dated June 8, 2018, in the amount of \$507,000.00; for a disbursement grand total equaling \$535,992.97. **MOTION CARRIED.**

EXECUTIVE SESSION

Chairman Barnfather called for an executive session beginning at 2:20 p.m., expected to last for 60 minutes under RCW [42.30.140 \(4\)](#) to discuss on-going collective bargaining negotiations. In attendance were: Commissioners Barnfather, Gawley and Chinn, Chief Andrews and Assistant Chiefs Hudson, Orr, and Quitslund and Alwynn Movius. Chief Hudson left at 3:05 due to a structure fire.


At 3:20 p.m., Chairman Barnfather called the meeting back into Regular session. No action was taken during Executive Session.

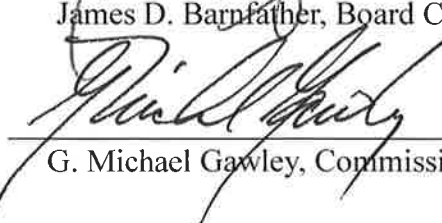
GOOD OF THE ORDER

- None


ADJOURNMENT


Chair Barnfather called for adjournment at 3:20 p.m.



James D. Barnfather, Board Chair


G. Michael Gawley, Commissioner



Steven K Chinn, Vice Chair
Attest: 

Ben Andrews, Board Secretary