

**CLALLAM COUNTY FIRE DISTRICT 3
BOARD OF COMMISSIONERS**

MEETING MINUTES

REGULAR MEETING

FEBRUARY 16th, 2016

The Regular Meeting of the Board of Fire Commissioners was called to order by Chairman Barnfather at 1:00 p.m. on Tuesday, February 16th, 2016, located at Fire District 3's Headquarters Station, 323 North Fifth Avenue, Sequim, WA.

ATTENDENCE: Commissioner James D. Barnfather, Commissioner Richard Houts, Commissioner G. Michael Gawley, Chief Ben Andrews, Assistant Chief Eric Quitslund, Assistant Chief Dan Orr and Patti Williams.

EXCUSED LEAVE: Assistant Chief Tony Hudson

APPROVAL OF MINUTES: MOTION: Commissioner Houts moved and Commissioner Gawley provided a second for approval of the February 2nd, 2016, Regular Meeting Minutes. The **MOTION** carried unanimously.

PUBLIC COMMENTS

CORRESPONDENCE: Clallam 2 Fire-Rescue

REGULAR BUSINESS:

Report — Risk Reduction and Planning: Assistant Chief Orr verbally provided a review of his monthly report that is included as part of these Minutes.

Agenda Bill No. 1. MOTION: Commissioner Houts moved to approve closure of the District's Sound Community Bank Credit Card Account. Commissioner Gawley provided a second to the Motion. The **MOTION** carried unanimously.

Agenda Bill No. 2. MOTION: Commissioner Gawley moved approval and Commissioner Houts provided a second to approve Accounts Payable Claim check numbers 104767 through 104809 totaling \$92,180.24; Payroll Claim check numbers 104756 through 104766, EFT's, IRS deposit totaling \$495,504.09 for a Grand Total disbursement of \$587,684.33. The **MOTION** carried unanimously.

Agenda Bill No. 3. MOTION: Commissioner Houts made a Motion to approve January Volunteer Points being paid February 25, 2016, in the amount of \$7,420.00. Commissioner Gawley seconded the Motion. **MOTION** carried unanimously.

EXECUTIVE SESSION: Chairman Barnfather called for an Executive Session to discuss the performance of a public employee in accordance with Washington State RCW 42.30.110 (1)(g) at 1:25 p.m. for 30 minutes. Chief Andrews, Asst. Chief Eric Quitslund and Asst. Chief Dan Orr were invited to remain in Executive Session. At 1:35 p.m. the District's Asst. Chiefs were excused.

CALL REGULAR MEETING BACK TO ORDER: Chairman Barnfather called the Regular Meeting back to order at 1:55 p.m.

ANNOUNCE BOARD ACTION: Chairman Barnfather announced that no action is to be taken.

GOOD OF THE ORDER: Chief Andrews inquired whether the Commissioners wanted an official "Chief's Report" added as an Agenda Item or to continue sending emails keeping them apprised. After discussion the Commissioners agreed on receiving periodic emails from Chief Andrews. Additionally, Chief Andrews agreed to email a computer system money breakdown.

Chairman Barnfather announced that he will absent at the second Board of Commissioners Meeting on March 15th, 2016, as he will be out of town.

ADJOURNMENT: Chairman Barnfather called for adjournment at 2:00 p.m.

CLALLAM COUNTY FIRE PROTECTION DISTRICT NO. 3

By: 

Commissioner James D. Barnfather, Chairman

By: 

Commissioner Richard Houts, Vice Chairman

By: 

Commissioner G. Michael Gawley

ATTEST:
By: 

Ben Andrews, Fire Chief