



Clallam County Fire District 3

Motto: Serve, Respect, Prevent and Protect

BOARD OF COMMISSIONERS - REGULAR MEETING MINUTES

July 3, 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, and Finance Manager Alwynn Movius.

APPROVAL OF AGENDA

Commissioner Barnfather called for changes to the agenda; receiving none.

APPROVAL OF MINUTES

Commissioner Chinn moved and Commissioner Gawley seconded to approve the June 19, 2018, Regular Meeting minutes. **MOTION CARRIED.**

PUBLIC COMMENT

No public comment.

REGULAR BUSINESS

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

- There is no new information regarding the PenCom Inter Local Agreement, continued discussions are being scheduled.
- The District's insurance carrier's attorney informed the District that a settlement had been reached regarding legal action against the radio tower, resulting in the case being dropped.
- The meeting to discuss the feasibility of a treatment facility in Sequim with the Olympic Medical Center's CEO was cancelled. They are attempting to reschedule.
- There is no new information associated with collective bargaining with IAFF Local 2933.
- District wildland team members have been staffing a wildland engine for DNR, maintaining an on-duty patrol crew until DNR staff is available. He explained that the participants used the opportunity to complete a number of their task book items.
- A Wildland Availability roster has been implemented to pre-identify resource availability within the Clallam/Jefferson region. The process of maintaining a roster will remain active during the fire season and should expedite the mobilization process.

Operations Report – AC Hudson reviewed his written report, reporting that: there have been no staffing changes; the volunteer program has 64 active members, three are on leave, and five new members are in various stages of on-boarding; a call statics report was included; shift and volunteer training are on-going; no outside training is currently scheduled for the summer; dates have been set for backfilled shift training in September and November.

Logistics Report – AC Quitslund reviewed his written report, reporting that: the ambulance remount project is well underway and the chassis is ready for surplus; Brandon Tucker will be sharing Central Supply responsibilities with Anaka Hughes; refurbishment work at Station 34 is underway; John Brygider and Steve Phillips obtained their Class B CDL endorsements; inventories are trickling in for the transition to electronic vehicle inspections at Station 31, 32 and 35; the process for 2017 AFG grant awards still has not begun; several volunteer program SOPs are in the update process; activation of the direct dial phone numbers is scheduled for July 10th; the receipt from the last surplus auction was provided as follow-up information; Station 31 septic system inspection has disclosed a leaking tank that will need to be replaced; progress continues with the capital replacement plan development; Station 36 water leak has been repaired; grading, gravel, and installation of a CERT container is slated for Station 35 and still attempting to obtain estimates for the Maintenance Facility fence repair.

Agenda Bill 1: General Levy Lid Lift Resolution – Chief Andrews distributed revised copies of the draft resolution for a lid lift with a CPI based inflator and updated ballot language. Chief Andrews explained the purpose and application of each supporting document, noting that the draft materials would be finalized to align with the Board’s direction and adoption of a resolution. He then reviewed the content of his recommendation, developed to support the Board’s consideration of what the resolution should entail. Discussion included a comparison of the two draft resolutions. The Board concluded that they had three options to choose from – 1) maintain status quo without advancing a ballot measure; 2) advance a ballot measure based on a levy lid lift to the \$1.50 per \$1,000 of assessed valuation lid, with the 1% annual revenue increase limitation; 3) advance a ballot measure based on a levy lid lift to the \$1.50 per \$1,000 of assessed valuation lid, with an annual increase of 1% or CPI, whichever is greater, not to exceed \$1.50.

Following discussion, Commissioner Gawley moved to approve Resolution 18-04 as proposed. Commissioner Chinn seconded to approve Resolution 18-04, Providing for the Submission of Levy. **MOTION CARRIED.** The approved Resolution calls for the District to advance a ballot measure based on a levy lid lift to the \$1.50 per \$1,000 of assessed valuation lid, with an annual increase of 1% or CPI, whichever is greater, not to exceed \$1.50.

Agenda Bill 2: Ambulance Chassis G-22 Surplus – AC Quitslund reported that the vehicle chassis from ambulance G-22 has been returned; the desirable parts salvaged, and it has been prepared for surplus. Commissioner Chinn moved and Commissioner Gawley seconded to approve Resolution 18-05 as proposed, Surplus Vehicle Chassis. **MOTION CARRIED.**

Agenda Bill 3: Approval of Payroll and Expense Claims – Commissioners conducted their review of the expense claims and payroll reports. Commissioner Gawley moved and Commissioner Chinn seconded to approve Accounts Payable Claim check numbers 107069 through 107096, dated July 3, 2018, totaling \$85,524.86; Payroll EFT’s and IRS deposit for monthly payroll dated June 25, 2018, in the amount of \$34,438.22; for a disbursement grand total equaling \$119,963.08. **MOTION CARRIED.**

EXECUTIVE SESSION

N/A

GOOD OF THE ORDER


- Chief Andrews reported that he had a conversation with Library staff regarding their proposed levy. He explained that he had reassured them that the Fire District would not oppose their levy in any way.
- Chief Andrews explained that upon researching the issue, it was estimated that the City of Sequim represents approximately 20% of the District’s assessed value.
- The Board was presented with thank you letters to sign for distribution to those who assisted with the June 19th Badge Pinning ceremony for Firefighters McIntyre and Mullvain.

ADJOURNMENT

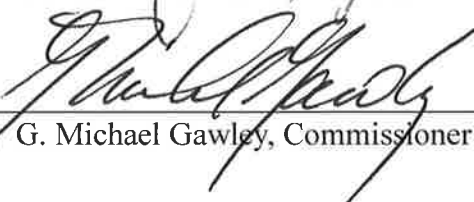
Chair Barnfather called for adjournment at 1:57 p.m.



James D. Barnfather, Board Chair



Steven K Chinn, Vice Chair



G. Michael Gawley, Commissioner

Attest: 

Ben Andrews, Board Secretary