



# Clallam County Fire District 3

Motto: Serve, Respect, Prevent and Protect

## BOARD OF COMMISSIONERS - REGULAR MEETING MINUTES

December 3, 2019

Vice Chair Chinn 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 Steven K. Chinn, Assistant Chiefs Eric Quitslund and Dan Orr, Administrative Assistant Lori Coleman, Finance Manager Alwynn Whitaker and Maintenance Supervisor Tharin Huisman.

**NO QUORUM** – Vice Chair Chinn opened by announcing that Commissioner Gawley had a family emergency that took him away at the last minute and Commissioner Barnfather had a pre-arranged absence, therefore, due to unforeseen circumstances there is no Quorum; the meeting is postponed and all agenda items will be addressed at the next regular board meeting on December 3, 2019.

### PUBLIC COMMENT

None

### APPROVAL OF MINUTES

The November 19<sup>th</sup>, 2019, Regular meeting minutes will be adopted at the next Board Meeting.

**Agenda Bill 1: Response to Motor Vehicle Collision SOP** – Postponed until December 17<sup>th</sup>, 2020, regular board meeting.

**Agenda Bill 2: Approval of Payroll and Expense Claims** – Postponed until December 17<sup>th</sup>, 2020, regular board meeting.

### GOOD OF THE ORDER

- Vice Chair Chinn reported that he and Chief Andrews went over claims yesterday and Finance Manager Alwynn Whitaker worked with the county to resolve how to advance the check register to them to have today's claims paid with approval occurring at the December 17<sup>th</sup>, 2020, regular board meeting.

### EXECUTIVE SESSION

None

### ADJOURNMENT

Chair Chinn called for adjournment at 1:01 p.m.

\_\_\_\_\_  
James D. Barnfather, Board Chair

*Steven K. Chinn*  
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Steven K Chinn, Vice Chair

\_\_\_\_\_  
G. Michael Gawley, Commissioner

Attest: \_\_\_\_\_  
Ben Andrews, Fire Chief