



Clallam County Fire District #5
PO Box 530, 60 Eagle Crest Way
Clallam Bay, WA 98326
360.963.2371
www.clallamfire5.org

REGULAR BOARD OF COMMISSIONERS MEETING AGENDA

AUGUST 31, 2018
STATION 51 – 1800

- I. Call to Order**
- II. Pledge of Allegiance**
- III. Roll Call of Members** - Roy “Spider” Wright, Pos1; Karin Ashton, Pos2; Dan Ahrens, Pos3
- IV. Adopt Agenda - Motion**
- V. Guests - Introduction**
- VI. Consent Agenda**
 - A. **Minutes** of July 27, 2018 Regular Meeting - *Motion*
 - B. **Variance Report** as of July 2018 - *Motion*
 - C. **Accounts Payable** dated August 31, 2018 - *Motion*
 - D. **Payroll** – Chief \$5,404.77, Commissioner Wright \$114.00, Commissioner Ashton \$114.00, Commissioner Ahrens \$114.00, Volunteers \$2,279.20 - Total \$8,025.97 - *Motion*
 - E. **Revenue Received - Property Tax** \$760.84, **Port of Port Angeles** \$300.00, **EMS Fees** \$4,138.24, **Investment Interest** \$241.35 - Total \$5,440.43 - *Motion*
- VII. Old Business**
 - A. EVIP Training
 - B. Communications
 - C. Disaster Preparedness
 - D. Training Update
 - E. Active Shooter Update
 - F. Red Cross Update
 - G. Culvert Project Update
- VIII. New Business**
 - A. Clallam County Treasurer Request to Waive 24 Hour Deposit Requirements – *Action*
- IX. Personnel**
 - A. New Members
 - a. Anthony McGraw, Jr. Firefighter
 - B. Other – None.
- X. Reports**
 - A. Chief
 - B. Captain
 - C. Commissioner Wright
 - D. Commissioner Ashton
 - E. Commissioner Ahrens
- XI. Public Comment Period**
- XII. Executive Session**
- XIII. Adjournment**

The fire district encourages the participation of disabled citizens at the meetings of the Commissioners. Those wishing to attend the meeting should notify the Chief at least 48 hours in advance if special accommodations will be necessary for participation in the meeting. Announcements of the Commissioners Meetings will include a statement of steps to be taken for the participation of disabled persons.

Commissioners
*Roy “Spider” Wright * Karin Ashton * Dan Ahrens*

Clallam County Fire District # 5 is an equal opportunity provider.



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REGULAR BOARD OF COMMISSIONERS MEETING

MINUTES

AUGUST 29, 2018

STATION 51 – 1800

I. Call to Order

The meeting was called to order by Commissioner Wright at 1800.

II. Pledge of Allegiance

All recited the Pledge of Allegiance.

III. Roll Call of Members

Present Commissioner Roy “Spider” Wright, Commissioner Karin Ashton, Commissioner Dan Ahrens.
Also present: Chief Hutson, Captain Rausch.

IV. Adopt Agenda

Commissioner Ashton made a motion to adopt the agenda with a second by Commissioner Ahrens.

V. Guests

A. Attendees: None

VI. Consent Agenda

- A. Minutes of July 27, 2018. A motion was made by Commissioner Ahrens to approve the minutes with a second by Commissioner Ashton.
- B. Variance Report as of July 2018. A motion was made by Commissioner Ahrens to approve the variance report with a second by Commissioner Ashton.
- C. Accounts Payable dated August 31, 2018 in the amount of \$5,857.80. Commissioner Ahrens made a motion to accept the Accounts Payable with a second by Commissioner Ashton.
- D. Payroll – Chief \$5,404.77, Commissioner Wright \$114.00, Commissioner Ashton \$114.00, Commissioner Ahrens \$114, Volunteers \$2,279.20 Total \$8,025.97. Commissioner Wright made a Motion to accept the Payroll with a second by Commissioner Ashton.
- E. Revenue Received Property Tax \$760.84, Port of Port Angeles \$300.00, EMS Fees \$4,138.24, Investment Interest \$241.35 - Total \$5,440.43. Commissioner Ahrens made a motion to accept the revenue with a second by Commissioner Ashton.

VII. Old Business

- A. EVIP Training
Nothing to report.
- B. Communications
Chief Hutson reported that she has been unable to make contact with Greentree Communications for our radio repair and maintenance. She will seek a different vendor if necessary.
- C. Disaster Preparedness
Nothing to report.
- D. Training Update
Chief Hutson gave an update on training. Martin Rausch passed the NREMT Test. He is now an EMT. Karin Ashton will take her test soon.
- E. Active Shooter Update
Chief Hutson reported that the drill is complete. There were communication issues with Fire District 4 and Forks EMS was unable to respond. NBEMS and Olympic ambulance were able to assist with the drill. A full debrief will be held soon.

F. Red Cross Update

No Update.

G. Culvert Project Update

Chief Hutson reported that work in front of the station will begin soon. There will be one lane alternating traffic until the project is complete. This is part of the Washington State Culvert Replacement Project for salmon recovery.

VIII. New Business

A. Clallam County Treasurer Request to Waive 24 Hour Deposit Requirement

Chief Hutson presented the form for discussion. All of our checks are sent to the Treasurer to deposit or are deposited by our EMS Billing Agency. This allows for proper turnaround time for the deposits. A motion was made by Commissioner Wright to approve the form with a second by Commissioner Ahrens. All were in favor.

IX. Personnel

A. New Members

a. Chief Hutson presented a new member request for a Junior Firefighter, Anthony McGraw. He will be 18 in 2019. A motion was made by Commissioner Wright to approve Anthony McGraw with a second by Commissioner Ashton. All were in favor.

B. Other – None.

Reports

A. Chief

Chief Hutson reported that she is working with Enduris to better insure our assets. The Annual Fly-In is Labor Day Weekend Saturday @ Station 2.

B. Captain

Captain Rausch shared the call log. Captain Rausch requested approval to purchase a portable defibrillator. A small portable defib is better suited for trail response, boat and over the embankment response. A motion was made by Commissioner Wright to approve the purchase of a portable defib with a second by Commissioner Ahrens. All were in favor.

C. Commissioner Wright

Commissioner Wright asked for the next meeting dates. He will be working in the area again so we can review meeting times and dates at a later time.

D. Commissioner Ashton

Commissioner Ashton noted the increase in suspicious behavior with drug uses. Our call volumes will be impacted.

E. Commissioner Ahrens

Commissioner Ahrens reported that the Vista Water Association will meet soon and asked if Chief Hutson could attend regarding the AHAB for their location. She will plan to attend.

X. Public Comment Period

None.

XI. Executive Session

None.

XII. Adjournment

Commissioner Wright made a Motion to adjourn at 1923 Commissioner Ashton seconded.