



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

OCTOBER 22, 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 September28, 2018 Regular Meeting - *Motion*
 - B. **Variance Report** as of September 2018 - *Motion*
 - C. **Accounts Payable** dated October 22, 2018 - *Motion*
 - D. **Payroll** – Chief \$5,404.77, Commissioner Wright \$114.00, Commissioner Ashton \$114.00, Commissioner Ahrens \$114.00 - Total \$5,746.77 - *Motion*
 - E. **Revenue Received - Property Tax** \$2,189.15, **Port of Port Angeles** \$300.00, **EMS Fees** \$3,113.66, **Investment Interest** \$237.03, **Other Interest** \$.02, **Donation (Defib)** \$1,630.94 - Total \$7,470.80 - *Motion*
- VII. Old Business**
 - A. EVIP Training
 - B. Communications
 - C. Disaster Preparedness
 - D. Training Update
 - E. Red Cross Update
 - F. Culvert Project Update
- VIII. New Business**
 - A. 2018 Assistance to Fire Fighters Grant – Motorola Radios – *Action*
 - B. WSRB Audit – *Info*
 - C. 03-18 2018 Budget Amendment
- IX. Personnel**
 - A. New Members
 - a. None
 - B. Other – None.
- X. Reports**
 - A. Chief
 - B. Captain
 - C. Commissioner Wright
 - D. Commissioner Ashton
 - E. Commissioner Ahrens

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.

- XI. Public Comment Period**
- XII. Executive Session**
- XIII. Adjournment**

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*Commissioners
Roy "Spider" Wright * Karin Ashton * Dan Ahrens*

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REGULAR BOARD OF COMMISSIONERS MEETING

MINUTES

OCTOBER 22, 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 Wright made a motion to adopt the agenda with a second by Commissioner Ashton.

V. Guests

A. Attendees: None

VI. Consent Agenda

- A. Minutes of September 28, 2018. A motion was made by Commissioner Ahrens to approve the minutes with a second by Commissioner Ashton.
- B. Variance Report as of September 2018. A motion was made by Commissioner Ahrens to approve the variance report with a second by Commissioner Ashton.
- C. Accounts Payable dated October 22, 2018 in the amount of \$15,782.37. 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 - Total \$5746.77. Commissioner Ahrens made a Motion to accept the Payroll with a second by Commissioner Ashton.
- E. Revenue Received Property Tax \$2,189.15, Port of Port Angeles \$300.00, EMS Fees \$3,113.66, Investment Interest \$237.03, Other Interest \$.02, Donation (Defib) \$1,630.94 - Total \$7,470.80. 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 made contact with Greentree Communications. They were moving offices. Captain Rausch reported that the HAM Radio antenna is good.
- C. Disaster Preparedness
Captain Rausch will attend the FEMA Damage Assessment Training this week. Our command area meetings will begin again next month.
- D. Training Update
Chief Hutson gave an update on training. Captain Rausch reported that DNR will conduct Wildland Firefighter Training on site in January or February.
- E. Red Cross Update
No Update.

F. Culvert Project Update

Chief Hutson reported that work in front of the station is complete.

VIII. New Business

A. 2018 Assistance to Fire Fighters Grant

Chief Hutson presented the 2018 Assistance to Firefighters Grant for approval. Chief Hutson requested a micro grant that is less than \$50,000 for new portable radios. A motion was made to approve the grant submission by Commissioner Wright with a second by Commissioner Ashton. All were in favor.

B. WSRB Audit

Chief Hutson reported on the WSRB Audit. She and Captain Rausch met with the WSRB Rep. His report should be out next month.

C. 03-18 2018 Budget Amendment

Chief Hutson presented the 2018 Budget Amendment to cover the costs of unbudgeted expenditures of bunker gear and tires for the engines. A Motion was made to approve the budget amendment by Commissioner Wright with a second by Commissioner Ahrens. All were in favor.

IX. Personnel

A. New Members

a. None.

B. Other – Chief Hutson reported that she was injured on October 8, 2018 extricating a patient. She is working with LnI. She is able to work, just unable to lift with her right arm. She injured her arm and back.

X. Reports

A. Chief

Chief Hutson shared photos of a recent structure fire. The home was a total loss. The home was made of cedar, the homeowner had just creosote treated the shingle roof. There was no access to water, the home was on a well and the river was low. We were only able to roll one engine due to lack of volunteers. The initial response was 3 with 3 arriving over an hour later due to work, etc. Clallam Fire 4 responded mutual aid, but it also took them over an hour to arrive.

B. Captain

Captain Rausch shared the call log. Captain Rausch will host an open house on Halloween at the station.

C. Commissioner Wright

Commissioner Wright read a letter from Under Sheriff Cameron thanking Chief Hutson for her work on disaster preparedness in the community. Commissioner Wright reported medical issues with him and his wife so he will be available sporadically. Commissioner Wright asked about a 4x4 ambulance. We are still looking for a suitable ambulance.

D. Commissioner Ashton

Nothing.

E. Commissioner Ahrens

Commissioner Ahrens received a letter from Cara Cowdrey requesting a private meeting with Commissioner Ahrens and brought it to Chief Hutson. Chief Hutson advised that meetings are to be in Open Public Format. Ms. Cowdrey is aware of the Open Public Meetings Act but continues to attempt to circumvent the system each time we have a new Commissioner.

Regular Board of Commissioner Meeting Minutes

October 22, 2018

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XI. Public Comment Period

None.

XII. Executive Session

None.

XIII. Adjournment

Commissioner Wright made a Motion to adjourn at 1915 Commissioner Ashton seconded.