



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

MARCH 25, 2019
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 Regular Meeting dated February 28, 2019
 - B. **Variance Report** as of February 2019 - *Motion*
 - C. **Accounts Payable** dated March 25, 2019 - *Motion*
 - D. **Payroll** – Chief \$5,404.77, Commissioner Wright \$128.00, Commissioner Ahrens \$128.00 - Total \$5,632.77 - *Motion*
 - E. **Revenue Received - Property Tax** \$2,211.20, **Excise Tax** \$20.02, **Port of Port Angeles** \$300.00, **EMS Fees** \$2,792.96, **Investment Interest** \$303.40, **DNR** \$9.45, **Contributions** \$615.42, - Total \$6,252.50 - *Motion*
- VII. Old Business**
 - A. EVIP Training
 - B. Communications
 - C. Disaster Preparedness
 - D. Training Update
 - E. Red Cross Update
- VIII. New Business**
 - A. Annual Pump Testing – *Info*
 - B. EMS Transport Fees - *Action*
- IX. Personnel**
 - A. New Members
 - a. None
 - B. Other – SEI Conference for SEI Renewal - *Info*
- 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

MARCH 25, 2019
STATION 51 – 1800

I. Call to Order

The meeting was called to order by Chief Hutson at 1802.

II. Pledge of Allegiance

All recited the Pledge of Allegiance.

III. Roll Call of Members

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

IV. Adopt Agenda

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

V. Guests

A. Attendees: None

VI. Consent Agenda

- A. Minutes – A motion was made by Commissioner Ahrens to accept the minutes with a second by Commissioner Ashton.
- B. Variance Report as of February 2019. A motion was made by Commissioner Ashton to approve the variance report with a second by Commissioner Ahrens.
- C. Accounts Payable dated March 25, 2019 in the amount of \$3,338.33. Commissioner Ashton made a motion to accept the Accounts Payable with a second by Commissioner Ahrens.
- D. Payroll – Chief \$5,404.77, Commissioner Wright \$128.00, Commissioner Ashton \$128.00, Commissioner Ahrens \$114 - Total \$5,632.77. Commissioner Ahrens made a motion to accept the Payroll with a second by Commissioner Ashton.
- E. Revenue Received Property Tax \$2211.20, Excise Tax \$20.02, Port of Port Angeles \$300.00, EMS Fees \$7,092.96 Investment Interest \$303.40, DNR \$9.45, Contributions \$615.42 - Total \$6,252.50. Commissioner Ashton made a motion to accept the revenue with a second by Commissioner Ahrens.

VII. Old Business

- A. EVIP Training
Nothing to report.
- B. Communications
Chief Hutson reported that we are awaiting a response to the grant we submitted. Captain Rausch attends the ham check ins. ARES/RACES asked to put a ham radio repeater on our repeater tower. Placing a ham antenna on our repeater would need to have an environmental impact statement, FCC approval and additional insurance for others climbing our tower. Chief Hutson denied the request. They have good comms without the addition.
- C. Disaster Preparedness
Chief Hutson reported that the command area meeting was poorly attended. We discussed a CERT Training schedule and the winter storms. We were notified 2 days in advance of the last dates that the EOC had proposed. That was not enough time to get prepared to deliver the training.

D. Training Update

Chief Hutson attended the SEI Roundtable to maintain her SEI. The DOH provided updates for training requirements.

E. Red Cross Update

Chief Hutson reported that the Shelter training was held at the Community Center. Members of the Assembly of God Church attended.

VIII. New Business

A. EMS Transport Fees

Chief Hutson recommended an increase of \$100 across the board for EMS Transport Fees in lieu of running a levy. A levy would not generate enough revenue to offset the cost of running the department. EMS Costs account for the majority of our expenditures. Chief Hutson also recommended raising the rates for Fire, HAZMAT and MVI responses. Commissioner Ahrens made a motion to raise the EMS Fees \$200 across the board to generate the necessary revenues to maintain the Department. Chief Hutson will post a notice and draft a resolution for the next meeting.

IX. Personnel

A. New Members

a. None.

B. Other – None

X. Reports

A. Chief

Chief Hutson reported on the motorhome fire that occurred that day. There were no occupants. It was a total loss. Chief Hutson reported that pump testing will occur on May 1, 2019.

B. Captain

Captain Rausch shared the call log. Captain Rausch participated in the monthly ham radio check in with FEMA. Captain Rausch asked if we need to do anything with the Measles outbreak. We haven't been mandated anything yet. We should see who in our Department isn't immunized.

C. Commissioner Wright

Absent

D. Commissioner Ashton

Commissioner Ashton will be gone for a few days in March.

E. Commissioner Ahrens

Commissioner Ahrens asked the status of the roof. The leaks were caused by the roof cap and is repaired.

XI. Public Comment Period

None.

XII. Executive Session

None.

XIII. Adjournment

Commissioner Ahrens made a Motion to adjourn at 1920 Commissioner Ashton seconded.