

Clallam County Fire Protection District No. 4



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Commissioners:
Marcus "Ben" Pacheco, Chair
Sam Nugent, Vice Chair
Lynne Kastner
Bruce Leiper
Vacant
Gregory Waters, Fire Chief

Clallam County Fire Protection District No. 4
Board of Commissioners Meeting Minutes
Joyce, Washington
September 28, 2022

Members Present

Sam Nugent, Vice-Chairman/Commissioner
Lynne Kastner, Commissioner
Bruce Leiper, Commissioner
Gregory Waters, Fire Chief

Others Present

Carolyn Flint, Quartermaster
Cheryl Anderson, District Administrative Assistant
Rae Leiper, District Secretary to the Board
Jan McGee, District Education Coordinator
Donna Buck
Bruce Doig
Jeff Lewis

I. Call to Order

Vice Chairman Sam Nugent called the regular meeting to order at 5:30 p.m. So ordered. He then asked for a moment of silence in honor of the late Commissioner, Terry Barnett.

II. Roll Call of Commissioners

Sam noted Commissioners Lynn Kastner, and Bruce Leiper were present in person and that Commissioner Ben Pacheco was away on an excused absence. He noted Chief Greg Waters and Quartermaster Carolyn Flint were also present.

III. Minutes of the Board of Commissioners Regular Meeting on August 24, 2022 -

Bruce moved, and Lynne seconded to approve the meeting minutes. Motion carried unanimously. So ordered.

Minutes of the Special Budget Meeting on September 18, 2022 -

Lynne moved, and Bruce seconded to approve the Special Budget meeting minutes. Motion carried unanimously. So ordered.

IV. Additional Items for the Agenda

Item X-I was added to discuss joining the Clallam County Fire Commissioners Board.

Item X-J was added to hear information about repairs to the District's Smoke Trailer.

V. Introduction of Guests and Visitors

Sam welcomed community members Donna Buck, Bruce Doig, and Jeff Lewis.

VI. Public Hearing: 2022 Budget Amendment

Sam opened the public hearing for public comment on the 2022 budget amendment at 5:36 p.m. So ordered.

The 2022 Budget Amendment was made available to those in the public that wanted to see it.

Cheryl Anderson, District Administrative Assistant, provided a clarification of two BARS code designations that the Commissioners had wondered about. The number 36111.01.0000 is Pool Interest. Interest earned in the State Pool on investment balances less county fee. The number 36140.00.0030 is interest received from the state on DNR Timber and DNR Other Revenue. They pay interest on funds that they hold until disbursed to the District.

Jeff Lewis asked for clarification wondering if this was a change of BARS code. It was explained that the Commissioners were just seeking clarification from the County Treasurer on the purview of those BARS codes so they could better understand where the money came from.

Sam closed the public hearing for the 2022 budget amendment at 5:40 p.m. So ordered.

VII. Public Hearing: 2023

Sam opened the public hearing for public comment on the 2023 budget at 5:40 p.m. So ordered

The 2023 Budget was made available to those in the public that wanted to see it.

Jeff Lewis then presented his version of a draft proposal. He also had several questions about how decisions were made to allocate monies. He wondered about the date that the Board votes on the budget each year.

Sam closed the public hearing for the 2022 budget at 5:45 p.m. So ordered.

VIII. Community Comment

Jeff Lewis asked to speak, and Sam yielded the floor to him. Mr. Lewis then distributed a letter to the commissioners that began with his history of meeting Terry Barnett. The letter was also a request to be seated as a replacement for Terry Barnett. Mr. Lewis thinks the board needs more diversity to better represent the community. Sam accepted his letter and told him the board would consider it.

IX. For Board Action:

A. Ratification of Publication of Legal Notice: Public Hearing

Bruce moved to approve the ratification of the publication of the public hearing meeting notice as presented. Lynne seconded. Motion carried unanimously. So ordered.

B. Approval of 2022 Budget Amendment -- Resolution No. 7:2022

Bruce moved to approve Resolution No. 7:2022 for the purpose of adopting a 2022 budget amendment as presented in the amount of \$1,733,406. Lynne seconded. Motion carried unanimously. So ordered.

C. Approval of 2023 Budget -- Resolution No. 8:2022

Lynne moved to approve Resolution No. 8:2022 for the purpose of adopting a 2023 budget as presented in the amount \$1,825,744. Bruce seconded. Motion carried unanimously. So ordered.

D. Approval of Volunteer Reimbursement Increase -- Resolution No. 9:2022

Bruce moved to approve Resolution No. 9:2022 for the purpose of increasing reimbursement paid to volunteers to \$25/per work unit from \$18. Lynne seconded. Motion carried unanimously. So ordered.

E. Ratification of Clallam County Payroll Worksheet: August Voucher Numbers P8122 – P9322 Commissioners and Staff in the Amount of \$13,730.50

Bruce moved and Lynne seconded to ratify the approval and execution of the Clallam County payroll worksheet for voucher numbers P8122- P9322 Commissioners and Staff in the amount of \$13,730.50 as presented. Motion carried unanimously. So ordered.

"We, the undersigned Board of Commissioners of Clallam County Fire Protection District No. 4, do hereby certify under penalty of perjury that the claim is a just, due, and unpaid obligation against Clallam County Fire Protection District No. 4, and that we are authorized to certify to said claim."

F. Ratification of Claims Payment Request: August 2022B Voucher Numbers C18122 – C18822 in the Amount of \$6,104.63

Lynne moved to ratify the approval and execution of the claims payment request for Voucher Numbers C18122 – C18822 in the amount of \$6,104.63 as presented. Bruce seconded. Motion carried unanimously. So ordered.

"We, the undersigned Board of Commissioners of Clallam County Fire Protection District No. 4, do hereby certify under the penalty of perjury that the materials have been furnished, the services rendered, or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, that the claim is

a just, due, and unpaid obligation against Clallam County Fire Protection District No. 4, and we are authorized to authenticate and certify to said claim on this 28th day of September 2022."

G. Ratification of Claims Payment Request: September 2022 Voucher Numbers C18922 – C19922 in the Amount of \$28,580.62

Bruce moved to ratify the approval and execution of the claims payment request for Voucher Numbers C18922 – C19922 in the amount of \$28,580.62 as presented. Lynne seconded. Motion carried unanimously. So ordered.

"We, the undersigned Board of Commissioners of Clallam County Fire Protection District No. 4, do hereby certify under the penalty of perjury that the materials have been furnished, the services rendered, or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, that the claim is a just, due, and unpaid obligation against Clallam County Fire Protection District No. 4, and we are authorized to authenticate and certify to said claim on this 28th day of September 2022."

X. For Board Information and/or Discussion

A. Staff Reports – Greg Waters reporting

Chief Waters shared that August was another busy month. Since the last report 34 days ago, the District has responded to 33 calls. The District had 12 transport calls; 9 were ALS and 3 were BLS calls. Unfortunately, many calls have been drug or alcohol related. The saddest call was when the responders picked up Commissioner Terry Barnett for his last transport to the hospital.

Responders answered the recent wildland fire call on the Joyce Access Road. District crews worked with DNR crews all day for three days supplying them with water, until the area was under control. The incident should generate revenues of the District as well as the individual responders who worked ~~of~~ *for DNR.*

The responders answered a call for a car accident west of Joyce. A 72-year-old male had a medical emergency and swerved off the road. His car landed in a precarious way such that the responders had to use Advanced Stabilization techniques to secure the vehicle before they could reach the patient. The responders were able to free the man from the vehicle and care for both the condition that caused the accident and the broken arm that occurred because of the crash.

The District is nearing the end of the record keeping year as far as of number of calls for the District and responders who answered the calls. The District has answered 336 calls so far for an average of .9 calls per day. The calls have had an average of 4.5 responders. Current prediction is that the District will hit 338 calls by the end of the recording year.

In other news, the District sponsored a Basic First Aid Class along with Joyce CERT. Attendance was 26 people, with both the public and CERT members attending. District EMTs have attended two football games at Crescent School to provide emergency care if needed. Zenovic is finished with calculations and is now

for corrected RJ

researching estimates for cost of building the apparatus bays.

A family service for Terry Barnett will be held in Yakima, WA on October 22. The District and Terry's friends in the Joyce area will organize a local event sometime in November. Both Terry's son and partner, Rosie, are in support of this.

Thanks to Carolyn for writing the grant to First Federal Bank requesting money for the purchase of a battery-operated gurney for the District.

B. Local Board of Trustees

Minutes were reviewed and noted.

C. Monthly Financial Reports

Reviewed and noted.

D. Standing Committee Report

There was no meeting this month. Chief Waters mentioned activities in the Staff Report

E. Building Committee Report

Noted that there was not a meeting this past month

F. Building Finance Advisory Committee

The Building Finance Advisory Committee (BFAC) held its first meeting on September 13. The committee discussed goals and a possible timetable. The committee is eager to see the estimated cost of building the apparatus bays as designed before they move forward with finding funding. Each member agreed to do some research on various types of funding available to fire districts for building new structures before the next meeting in November. At this point no decisions have been made. The group is presently in fact-finding mode.

G. DNR Coalition

Chief Waters noted that it is not looking good for Junior Taxing Districts with respect to having this settlement agreement signed by DNR. The expected vote by the DNR Council will probably not meet the October deadline. The issue will then go to the courts to decide.

H. Joyce Emergency Preparedness and Prep (JEPP)

JEPP will hold a public education event on October 22. Jim Buck will speak on latest plans for government response. Rae Leiper will speak on opening the Joyce Emergency Shelter.

Rae also asked at this point that a report from the Joyce Fire Auxiliary be added to future board meetings.

I. Clallam County Fire Commissioners Association

Ben and Bruce attended a second meeting of the Clallam County Fire Commissioners Association at CCFPD No. 2 station on September 7. The second meeting continued with some of the same topics as the first meeting. Ben and Bruce listened and concluded that the group is still not clear about its direction or purpose. Since the benefits of joining are not yet clear the CCFPD No. 4 Board is recommending the District hold off making a commitment until the county group has a better sense of what it can do for local boards.

J. Smoke Trailer Repairs

Jan McGee returned to the board with some new information about repairs needed on the smoke trailer. RV Works recommends diamond paneling for the front of the trailer where most of the damage is. They cannot install it, but they can help with the awning that needs repair. The inside also needs paint. Jan will continue to search for funds and places to do the repair work.

K. Items of Interest

1. Grant Application to First Fed Foundation

Quartermaster Carolyn Flint recently applied to the First Federal Foundation for a grant of \$37,681.91 towards the purchase of a battery-operated lift gurney. This would help responders safely lift patients without endangering themselves or the patient. The District will know before the end of the year if the funding was granted.

2. MRSC Rosters Network

Noted.

3. Thank You from Kathy and Rob Craven

Noted. This was a thank you to District responders for rescuing Kathy from a vehicle accident.

4. Terry Barnett Memorial

Sam shared an article he has submitted to the PDN about Terry Barnett's work in the Joyce community. Cheryl has also forwarded to the information the WFCa newsletter.

5. RCW 42.12.070 Commissioner Vacancy

Noted.

6. Letter from Elain Spencer to Martha Wehling re: Next Steps in DNR Litigation

Commissioners noted the email regarding the settlement of DNR Sustainable Harvest Calculations.

7. WFCA Correspondence

Noted.

L. Correspondence: In Folder

Sam acknowledged the letter from Jeff Lewis.

M. Other Concerns

XI. Adjourn

Lynne moved and Bruce seconded to adjourn the meeting at 6:30 p.m. Motion carried unanimously. So ordered.

The next regular meeting of the Board of Commissioners will be held on Wednesday, October 19, 2022, beginning at 5:30 p.m. at the Joyce Fire Hall, Joyce, Washington.

Respectfully submitted,
Raeann Leiper
District Secretary



