

# Clallam County Fire Protection District No. 4



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**Commissioners:**  
Bruce Leiper, Chairman  
Sam Nugent, Vice Chairman  
Lynne Kastner  
Dan Peacock  
Dara Peppard  
Gregory Waters, Fire Chief

Clallam County Fire Protection District No. 4  
Board of Commissioners Meeting Minutes  
Joyce, Washington  
March 25, 2026

## Members Present

Bruce Leiper, Chairman/Commissioner  
Sam Nugent, Vice Chairman/Commissioner  
Lynne Kastner, Commissioner  
Dan Peacock, Commissioner  
Dara Peppard, Commissioner

## Others Present

Gregory Waters, Fire Chief  
Cheryl Anderson, Administrative Assistant  
Ashley Baar, Assistant Medical Officer  
Jason Baar, Chief Engineer  
Rae Leiper, District Secretary to the Board

### I. Call to Order

Chairman Bruce Leiper called the regular meeting to order at 5:30 p.m. So ordered.

### II. Roll Call of Commissioners

Bruce noted all Commissioners were present.

### III. Minutes of the Regular Meeting held on February 25, 2026, Corrections or Approval

Lynne Kastner moved to approve the Regular Meeting Minutes for February 25, 2026, as written. Dan Peacock seconded the motion. Motion carried. So ordered.

### IV. Additional Items for the Agenda

Nothing was added

### V. Introduction of Guests and Visitors

No other persons attended

### VI. Community Comment

None

VII. For Board Action

A. Ratification of Clallam County Payroll Worksheet: February 2026 Voucher Numbers P1526 – P2826 Commissioners and Staff in the Amount of \$17,308.58

Sam Nugent moved to ratify the approval and execution of the Clallam County Payroll Worksheet for February 2026 for voucher numbers P1526 – P2826 Commissioners and Staff in the amount of \$17,308.58 as presented. Lynne seconded the motion. 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."

B. Ratification of Approval of Claims Payment Request: February 2026B Voucher Numbers C6126 – C7426 in the Amount of \$17,916.08

Dara Peppard moved to ratify the approval and execution of the Claims Payment Request February 2026B for Voucher Numbers C6126 – C7426 in the amount of \$17,916.08 as presented. Sam seconded the motion. 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 25th day of March 2026."

C. Ratification of Approval of Claims Payment Request: March 2026 Voucher Numbers C7526 – C9226 in the Amount of \$13,230.14

Dara moved to ratify the approval and execution of the Claims Payment Request January 2026 for Voucher Numbers C7526– C9226 in the amount of \$13,230.14 as presented. Dan seconded the motion. 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 25th day of March 2026."

VIII. For Board Information and/or Discussion

A. Strategic Planning

During the February 25, 2026 meeting, Commissioners questioned one of the charts in the Background Information and Data document. Bruce passed out a replacement page with a chart showing the data for Fire District 4 Levy Rates per \$1,000 Assessed Value and another showing CCFPD4 Total Assessed Value for the taxing area. This clarifies the original chart.

Bruce noted that the corrected versions of the District's Strategic Plan related documents are now posted on the District's website. The Bylaws are also posted.

Bruce added a new tab to the Commissioners' binders. It was added to address five of the ongoing goals in the 2026-2030 Strategic Plan. He introduced the first insert for the new section, a proposal to form a committee to simultaneously address those goals. The goals are related to developing a

disaster response plan for the Joyce Community beyond the scope of Joyce Emergency Preparation and Planning (JEPP) which has organized an emergency shelter. This plan would include local stakeholders such as businesses, clubs, schools, and the church. It would aim to develop plans for how each of those entities would respond within an Incident Command structure and then educate the community about those plans.

Commissioners discussed the proposal. They had many questions such as-

- Who would take the lead?
- What is the role of local organizations?
- How to get the community involved?
- What is the desired outcome?

Next steps were delineated-

- Bruce will contact local organization leaders/stakeholders to begin the process and get a feel for the public's thoughts on the proposal.
- A meeting will be scheduled, and all the local stakeholders will be invited. The meeting will explain what the proposal entails.
- A core group of "plan writers" will be organized.
- An actual incident/drill will be planned in which all stakeholders will have a role. The drill will occur in late 2027.
- Chief will keep the community informed of the plans via his newsletter.

#### B. Staff Reports – Chief Greg Waters Reporting.

Chief Greg Waters provided the staff report. For the 28 days since the last report, the District answered 36 calls, averaging 1.3 calls per day. Of those calls, 24 were transports with 14 ALS transports, and 10 BLS transports. The medical calls included 6 falls- two with hip fractures, 2 lift assists, 1 diabetic emergency with a life-threatening blood sugar count of 23, 2 alcohol withdrawals, 1 UTI, and others. Responders to a reported motor vehicle crash incident could not find any persons at the scene. Another motor vehicle incident involved a Department of Corrections van that swerved off the road. Responders had to use extrication equipment to get to the passenger who had serious injuries.

The Rescue Task Force Drill held at Joyce Bible Church went well. Ashley Baar has become quite talented at moulage for the victim/actors involved in the drills. Sam made a video of the drill. This was a lead-up to the countywide drill to be held on March 30 at Peninsula College. Responders from fire and police districts around the county have been learning and practicing their skills to carry out this drill in order to be prepared for a real incident. Commissioners Leiper, Peacock, and Peppard will attend as observers.

District responders have been taking part in the "Pack Test" to get certified or recertified for a DNR Wildland Fire Red Card. The pack test involves carrying a 45-pound pack for 3 miles in under 45 minutes. All that training in the gym has paid off and seven responders have passed the test. Two District responders will graduate from the Firefighter Training at Peninsula College on April 10.

PenCom, the county 911 response group, is now fully staffed. All the District 4 fire extinguishers have been serviced and certified. The UTV with EMS skid is on track to be delivered to the station in mid-April.

#### C. Local Board of Trustees – Minutes of February 25, 2026, Meeting

Minutes were noted.

D. Monthly Financial Reports

Financial Reports were noted.

E. Revenue Advisory Committee Report

RAC met twice in March. The first was a special meeting to approve the Five Corners Letter. It was approved by the committee. Connie Beauvais then hand delivered the letter to legislators. She was surprised to learn that some were not aware that some DNR timber sales had been halted.

The regular RAC meeting was held on March 16. Community member, Ed Bowan, from Clallam Bay informed RAC members that the Tiger Stripe parcel is now back on the books. This timber parcel is on Striped Peak so the money from the sales will benefit District 4. Drew Rosenbaum of DNR explained how land transfers work. He also said that in 2025 timber sales came to \$9.1 million. Sales are on track for 2026.

The RAC committee learned that a recent transfer of land request in the Blynn area was not made public, which is against the law. As it turned out, the transfer was not allowed because the parcel is not classified as underperforming by DNR. RAC has now requested that DNR inform RAC in advance of any land transfer requests in Clallam County. Connie Beauvais wrote a letter to Dave Upthegrove requesting that no land in Clallam County be considered for land transfers.

Dan will now be our primary representative to the RAC and Lynne will be our alternate.

F. Standing Committee Report

Nothing to report.

G. Olympic Peninsula Fire Commissioners Association

Bruce will attend the March 26 meeting. WFCA lobbyist, Ryan Spiller, will present.

H. Joyce Fire Auxiliary

The first bake sale of the year is coming on April <sup>25 CA</sup>~~24~~. The Joyce Cares Booklet is being updated.

I. Joyce Emergency Planning and Prep (JEPP) Report

Bruce thanked Jason Baar for his guidance in solving some problems related to the mobile water filtration system and storage of chemicals needed to disinfect the water. Tim Crabb finished the tractor and rock work necessary for the installation of the coming cistern to be donated.

J. Items of Interest

1. Thank You from a community member

Noted

2. Letter from Brian Snure regarding Changes to Levy Lid Lift Laws

Commissioners noted that when a levy lid lift is passed it will now have a duration of 10 years instead of 6.

K. Correspondence in Folder

Nothing was in the folder.

L. Other Concerns

Bruce reminded the Board that he and Rae will miss the April 22 board meeting. Sam has agreed to chair the April meeting.

Dara and Rae will attend a webinar with Brian Snure on Public Documents on May 2. Sam and Greg will attend the June 6 WFCA conference in Chelan. Rae, Bruce, Lynne, and Greg will attend the Annual WFCA Conference in Spokane from October 21 to October 24.

IX. Adjourn

Sam moved to adjourn. Lynne seconded the motion. Bruce adjourned the regular meeting at 7:01 PM.

*Respectfully submitted,*

*Raeann Leiper*  
*District Secretary*

*Respectfully submitted by*

*Cheryl Anderson*

*Cheryl Anderson*

*for Raeann Leiper*