

**KLICKITAT COUNTY FIRE DISTRICT 3
Commissioner's Meeting
March 12, 2015**

Call to order: 18:30

In Attendance: Chair Commissioner Zoller, Commissioner Rigglesman, Commissioner Connor, Chief Virts, Assistant Chief Nelson, Secretary Plumb, Chief Hunsaker, Eric Bosler, Tom Montag, Sandy Montag, Lance Beckman, Glenna Nelson.

Agenda Approval: *Motion to approve the agenda as written for March 12 2015. Made by Commissioner Connor, Seconded by Commissioner Rigglesman, (3 Yay, 0 Nay). Motion Carried.*

Public discussion: Brief comments were made about the recent article in the White Salmon Enterprise regarding the levy law suit, speculating that the committee for fair taxation would not have a representative at the up-coming hearing.

Lance Beckman and Tom Montag stated they are interested in the open Commissioner position.

Minutes: *Commissioner Rigglesman motioned to approve the minutes of the February 5, 2015 meeting. Seconded by Commissioner Connor, (3 Yay, 0 Nay).*

Commissioner's Vouchers proving presence at the meeting signed.

Secretary's report

1. County Treasurer's Report for February 2015

Beginning balance	160,300.71	Ending Balance	157,532.14
Deposits	15,846.31	Disbursements	18,614.88

2015 District expenditure shows a year to date (March 12) total of **\$46,343.23**.

2. Investment of funds: Need to set up a spread sheet – Policy /Guidelines need to be written. Should be ready for investing after the April taxes are received.

3. Bills and items to be signed:

Motion to pay the fire district bills made by Commissioner Rigglesman, seconded by Commissioner Connor (3Yay, 0Nay).

- a. Vouchers:

- | | | |
|-----------------------|-----------------------|-----------------------|
| a). 2/19 - \$8,809.15 | b).2/19 - \$679.61 | c). 2/26 - \$3,464.12 |
| d). 3/5 - \$2,103.26 | e). 3/12 - \$5,008.30 | |

- b. 2015 Protection Contracts: Markgraf - contract signed.

4. 2015 Budget: Volunteer recognition line item is over budget. Commissioner Zoller noted the Office Expense line item is at 62% after 2 months. That is due to the new laptop purchased in 2014, and the credit card payment carried over in to the New Year.

5. Correspondence:

- a) Klickitat County -Certified Assessment Values for 2015. – As of February 13 KCFD3 AV is certified at \$432,961,395 (previous AV was\$ 433,421,393 (12/12/14)). This results in a

reduction of \$3,446 in tax revenue for 2015 from the estimated revenue predicted in the approved and submitted budget (\$401,770.00). AV Budget now = \$398,324.00

- b) MRSC Small Works Roster – Small works Roster: MRSC sample resolution and contract were presented and will be ready for the April meeting in order to submit the contract and payment by the May 1 deadline. The contract will begin June 1.

6. February Incident Reports: 12 EMS, 2 Unauthorized Burns, 1 grass fire, 1 gas leak, 2 cancelled en route.
7. Other: Roz attended the Snure Seminar on Fire Service Employment Law. It was very informative and she will be following up by reviewing the existing employment policies and updating them.
- Projects- Annual Audit for the State due May 30th, Policy reviews for Human Resources need updating, Annexation letters are being drafted.

Chiefs Report: by Chief Virts

1. BNSF Grant - Chief has submitted a grant request for \$31,000 to be used to offset the cost of replacing brush 322 at sta. 32. Expect 2-3 months before we hear anything.
2. FEMA Regional Grant – All Departments involved in the grant have signed a memorandum of understanding that Captain Wardwell at White Salmon will manage the paperwork.
3. Leadership Conference- Chief thanked the Commissioners for supporting the training. Chief and A/C Nelson attended.

Commissioner Connor added he attended training on Open public meetings.

4. Apparatus: Ambulance rewiring project – Braun said they are unable to do the work for liability reasons. We are looking at other avenues to get the job done.
5. Annual Report – Chief hopes to have it ready in April,
6. Husum-BZ Community Council - Chief attended the hearing in Goldendale regarding the amendment to the BZ Corner-Husum Comprehensive Plan relating to Archaeological sites. He did not have an opportunity to testify as to the potential affect to District revenues, but heard that the County Commissioners may have to alter the plan or cancel the plan and start again.

Training Report: by A/C Nelson

1. 5 new volunteers – Ian Langdale has just completed the Recruit Academy at West Side Fire in Hood River. AC Nelson will look into options for sending the other new recruits to West Side for training as it will make things easier for him. He noted that we have lost a few volunteers through retirement and resignation. He stated he was frustrated that we do not have adequate props or training grounds to keep training interesting.
2. CPR Academy – Captain Renault and EMT Kaufman will be attending the training this weekend. The training is hosted by the Medic 1 Foundation. AC Nelson explained how CPR has been

changing and noted that our equipment is outdated in terms of time to defibrillation. He would like to introduce a Foundation in this area that is connected to Medic 1, in order to raise funds for EMS equipment and training.

3. EVIP – Driver Training, - Captain Helton (KCFD3) and EMT–P Kaitlyn Hildenbrand (Skamania EMS) are State certified Emergency Vehicle Driver Trainers. In October they held two 8 hour classroom training sessions followed up last week end with a Driver Rodeo. The training is required to drive emergency vehicles.

Old Business

1. Inter-local agreement for fire Inspections – Skip Grimes requested some alteration to the agreement and Chief will add the changes and have our attorney review it again before completing it. The County Commissioners will then review it for approval.
2. Levy Law Suit – There will be a court hearing on March 13, 2015 where the Judge will make the final ruling. At this time the Lawyer Mr. Stryker has been ordered to step down and the Committee for Fair taxation is to seek an alternative legal representative. The Chairman of the committee (Mr. Hulbert) and secretary (Monica Lash) have reportedly both resigned. As it stands, the District has spent \$34,173.29 on legal representation in this case. The ruling will determine how much of the legal costs will be awarded to the District. It does not appear there will be anyone representing the Committee at the hearing. After the ruling the Committee will have 30 days to appeal.
3. PDC Complaint – The Secretary of the KCFD3 Firefighters Association Tammy Kaufman has tried to find out where it stands. She has not heard anything and the Association has chosen to remove it from their agenda until they hear from the PDC. The Commissioners will also remove this item from the agenda.
4. 2010 Annexation – still in progress with the County Assessor’s Office.
5. BIA In-Lieu Site. DNR reimbursed the District for response to the fire \$7732.50.
6. Skamania EMS Inter-local Agreement –The Commissioners had no comments on the agreement. Commissioner Zoller was concerned about finding the roads, and Chief Virts said he has requested maps. Commissioner Zoller noted that there is technology available now to have interactive maps and thinks having a tablet in the vehicles with that capability would be a nice idea.

Motion to approve the ‘Inter-local Agreement for EMS Services with Skamania County EMS’ made by Commissioner Connor, seconded by Commissioner Riggelman. (3 yay, 0 Nay). Commissioner Zoller signed the Agreement.

7. Recess for BVFF trustees meeting **19:38**

Reconvened Commissioners meeting **19:46**

New Business

1. **Policy:** Log Book Documentation – Chief explained that the Log book was introduced by Captain Renault for tracking events at the station regarding work done and any miscellaneous items that

pertain to the operations of the district. The policy was written to give guidelines for reporting in the logs. No motion made for approval.

Good of the Order: Nothing noted.


Next Meeting- April 9 2015.


Motion to adjourn made by Commissioner Riggleman, Seconded by Commissioner Connor. (3 Yay, 0 Nay).


Meeting Adjourned: 19:52

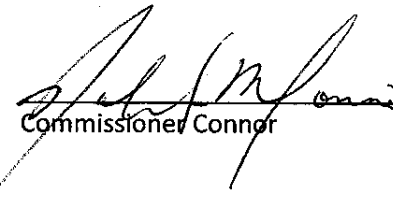
APPROVED BY:

Attest:

 4/9/15
Chairman - Commissioner Zoller. (date)


District Secretary Rozalind Plumb

 4-9-15
Commissioner Riggleman. (date)

 4-9-15
Commissioner Connor (date)

Commissioners convened a **Workshop to discuss the hiring of a new Chief.**



**KLICKITAT COUNTY TREASURER
FINANCIAL REPORT
FEBRUARY 2015**

		667 FIRE DIST. 3
Beginning Cash Balance	\$	160,300.71
Cash Increases		
Tax Collections	\$	1,551.68
District Deposits	\$	9,048.24
State Apportionment	\$	-
State Forest/PILT/Timber Excise	\$	5,187.57
Federal PILT	\$	-
Leasehold Excise	\$	58.82
Reimbursements	\$	-
Investment Interest	\$	-
Matured Investments	\$	-
Interfund Transfers In 397	\$	-
G/L Entries & Journal Entries	\$	-
Subtotal	\$	15,846.31
Total Cash Balance	\$	176,147.02
Cash Disbursements		
A/P Vouchers & G/L Journal Entries	\$	17,135.08
Interfund Transfers Out 597	\$	-
New Investments	\$	-
Accounts Payable	\$	-
Payroll/Salary Clearing	\$	-
Misc. Remittances/EFTPS/ACH	\$	1,479.80
Misc County Fees	\$	-
Bonds Paid: Principle/Interest	\$	-
Loans: Principle/Interest	\$	-
Other:	\$	-
Total Disbursements	\$	18,614.88
Ending Cash Balance	\$	157,532.14
Warrant Activity		
Previous Month Outstanding	\$	-
Warrants Issued (+)	\$	-
Warrants Paid (-)	\$	-
Warrants Canceled (-)	\$	-
Warrants Outstanding (O/S)	\$	-
<i>Cash Balance-Less O/S Warrants</i>	\$	157,532.14
Investment Activity		
Beginning Investment Balance	\$	-
Matured Investments	\$	-
New Investments	\$	-
Ending Investment Balance	\$	-
Bond Activity		
Beginning Bond Principle Balance	\$	-
Bond Principle Payments	\$	-
Bond Interest Payments	\$	-
Ending Bond Principle Balance	\$	-

Prepared By: Paul Dunn

Paul Dunn 3/10/15

_____, Chief Deputy Treasurer

2015 BUDGET

Bars #	Category	Original Budget	grant/other	expenditure YTD	Balance	% Used
	Salaries & Wages + employee paid benefits	76,378.00		14,906.46	61,471.54	20%
	Benefits	19,886.00		5,233.69	14,652.31	26%
	Volunteer Stipend	13,000.00		187.50	12,812.50	1%
	Volunteer Disability/Pension	3,000.00		2,370.00	630.00	79%
	Office Expense/Supplies	3,500.00		2,169.01	1,330.99	62%
	Fuel	12,000.00		818.99	11,181.01	7%
	Professional Services	5,000.00		850.50	4,149.50	17%
	Taxes (for previous year)	1,500.00		1,082.65	417.35	72%
	Travel & Meals	4,000.00		60.00	3,940.00	2%
	Advertising	500.00		28.00	472.00	6%
	Insurance	14,000.00		-	14,000.00	0%
	Utilities Services	12,000.00		2,832.83	9,167.17	24%
	Communications	7,000.00		2,120.53	4,879.47	30%
	Dues & Fees	2,500.00		665.00	1,835.00	27%
	Vehicle Parts/Repairs	14,100.00		2,268.30	11,831.70	16%
	Fire Training - Supplies	20,000.00		1,886.19	18,113.81	9%
	EMS Training - Supplies	23,000.00	350.00	4,033.81	19,316.19	18%
	Rescue - Apparatus Supplies	20,000.00		-	20,000.00	0%
	Volunteer Recognition	1,500.00	420.00	2,281.60	(361.60)	152%
	Station Repairs - Supplies	25,000.00		2,548.17	22,451.83	10%
	Long Term Loans	75,000.00		-	75,000.00	0%
	Municipal Pool Reserve	27,000.00			27,000.00	0%
	Capital Pool	21,906.00			21,906.00	0.00%
	Total	401,770.00		46,343.23	355,426.77	12%

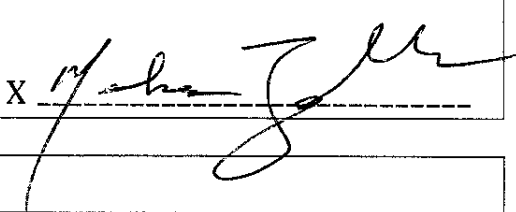


KCFD#3


COMMISSIONER VOUCHER

FOR PERIOD OF:
March 2015

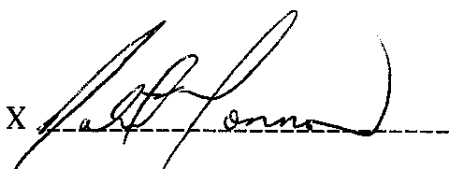
MARK ZOLLER

Meeting	Date	Signature
Regular Board Meeting	03/12/2015	X 

JONATHAN RIGGLEMAN

Meeting	Date	Signature
Regular Board Meeting	03/012/2015	X 

ROBERT CONNER

Meeting	Date	Signature
Regular Board Meeting	03/12/2015	X 
Training -WFCA	03/07/15	

Klickitat County Fire District 3 Commissioners Meeting

March 12th, 2015 @ 6:30 pm

AGENDA

- **Open Meeting:** Call to order. (A) = Action (I) = Information
- **Approval of agenda (A)**
- **Attendance:**
- **Public Discussion:**
- **Minutes of last meeting:** (A) review, approve, and sign. + *voucher.*
- **Secretary's report:**
 1. Financial Report (I)
 2. Bills and items to be signed
 - a. Vouchers - review/approve (A)
 - b. Protection contracts - (A)
 3. Budget (I)
 4. Correspondence (I)
 5. Incident Report (I)
- **Chief's Report: (I)**
- **Training Report: (I)**
- **Old Business:**
 1. Inter-local Agreement for Fire Inspection Service.
 2. 2013 Levy Law Suit.
 3. KCFD3 Firefighters Association PDC complaint.
 4. 2010 annexation and associated outstanding debt
 5. BIA in Lieu Site
 6. Inter-local Agreement for Skamania EMS (A)

Recess for BVFF – local trustees meeting. (A) TIME: _____

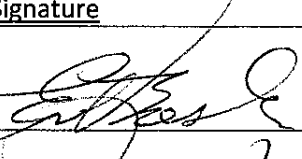
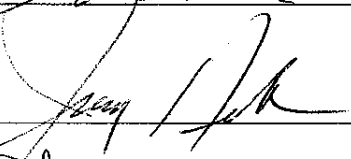
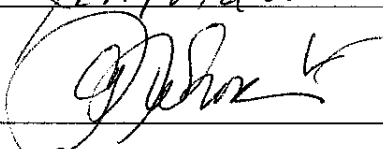
Reconvene regular Commissioner's meeting (A) TIME: _____

- **New Business:**
 1. Policy – Log-Book Documentation (I)
- **Executive session- ??**
- **Good of the order:**
- **Next meeting:** Regular meeting April 9, 2015.
- **Motion to adjourn: (A)**
- **Workshop-** To discuss plans for hiring a Chief.

KCFD3 Commissioner's Meeting

Attendance Sign-in Sheet.

Date: March 12th 2015

Print Name	Signature	Contact Information
ERIC BOSLER		etw
Jerry Nelson		
	GLENN A NELSON	
Lance Beckman	LANCE BECKMAN	
Sandy Montog	S. H. Montog	
Tom Montog	Tom Montog	
Bill Hunsaker	Bill Hunsaker	