

KLICKITAT COUNTY FIRE DISTRICT 3

200 Husum Street, Husum, WA 98623

Commissioner's Meeting

Thursday April 12 2018

Called to order: 18:31

Attendance: Commissioner Montag, Commissioner Connor, Commissioner Virts, Chief Long, Secretary Plumb, Public: Eric Bosler.

Approval of agenda:

Motion to approve the agenda made by Commissioner Virts, seconded by Commissioner Connor.

- **Public Discussion:**

None noted, but Eric Bosler requested the Commissioners allow comments during the meeting. Commissioners approved comments during the meeting.

- **Minutes of the last meeting:**

Motion to approve the minutes of the March 8, 2018 Public Hearing to annex property into the district, and March 8, 2018 Regular Business Meeting. Motion made by Commissioner Virts Seconded by Commissioner Connor. Motion passed.

Secretary's Report:

1. County Treasurer's Report for February 2018

February report is not available

Beginning balance	\$342,936.86	Ending Balance	\$303,072.69
Deposits	\$4,632.59	Disbursements	\$44,496.76

2. County Treasurer's Report for March 2018

February report is not available

Beginning balance	\$303,072.69	Ending Balance	\$320,783.25
Deposits	\$45,965.84	Disbursements	\$28,255.28

2018 District expenditure shows a year to date (April 12) total of \$109,160.28

Reconciled County Treasurer's and Auditor's reports against District Accounts on 3/6/2018. Commissioner Connor reviewed general deposits, petty cash, payroll and reported no errors found. Preliminary review of March reports shows there is a \$388 discrepancy between district expenditure and that reported by the treasurer for March. A complete review will be forthcoming. [4/18/2018 errors were found in the district spread sheet and corrected R.P.]

3. Bills and items to be signed:

MOTION to approve bills made by Commissioner Connor, seconded by Commissioner Virts.

Vouchers: Commissioner Voucher March 09 2017 to April 12 2018

- a). 03/16 \$1,856.95
- b). 03/30 \$1551.90
- c). 04/05 \$3240.82
- d). 04/12 \$1,719.01
- e). Payroll – is direct deposit.

4. 2018 Operating Budget :

Anticipated budget is \$421,656.12

Expenditure: \$83,087.14 (20%).

5. Investment of funds

District is maintaining \$130,607.00 invested funds.

Correspondence:

WFCA- seminar in Camas – Commissioner Connor to attend.

WA Fire Chiefs admin support – Conference in Walla Walla May 7-8.- Roz to sign up.

Public Record request –

1. employees and 2017 wages – we did not hear back from them.
2. Sverre Bakke has requested information on the unification talks and meetings that have occurred since 2010.

6. Current priority projects include:

- Public records requests
- 2017 Financial Report due in May
- Archiving records-

• **Chief's Report:** See attached. Key points:

Additional items included the need to review the insurance for eh district, and Commissioner Virts will assist with that task. Commissioner Virts suggested that the Chief's written reports to the board are comprehensive and need not be read in public meeting. It was agreed it would save tim in the meeting and the written reports are available in the final minutes.

• **Ongoing business:**

1. Personnel/Payroll : nothing at this time.

2. Training Officer Position: Commissioner Montag has met with the Mayors of White Salmon and Bingen, and the Commissioners of Skamania Fire District3. Skamania Fire District 1 have also shown interest in being involved. The response from White Salmon, Skamania 3 and Skamania 4 has been positive. Bingen Mayor has been unable to address the topic in public meeting with the City Council at the time of the meeting. Commissioner Montag will follow up with the mayor after the next council meeting.

3. Policies:

- a) Finance – 2.6 Out of District Billing. Motion to approve policy 2.6 addressing the district's intent to bill for services outside the district. Motion made by Commissioner Connor, Seconded by Commissioner Virts. Motion passed.

4. Post Office:

Following the Commissioners Decision not to allow the US Postal service to locate a modular building on Fire District property, Commissioner Connor reviewed the correspondence with the US Postal service regarding the location of temporary mail boxes on Fire District property. The Commissioners had reviewed the proposed contract and again felt they were unable to accommodate the US Postal service without risking tax payers money intended for fire suppression and EMS Services.

Motion to notify the USPS that the District will not pursue siting mail boxes on the premises at this time. Made by Commissioner Virts Seconded by Commissioner Connor.

5. Bond Update: See
6. Dry creek billing: There has been no response from the property owner at this time. Roz will send another letter with petition to annex via the Sherriff Office.
7. **Dispatch Fees:** no information at this time.
8. **Snowden Community Council Sign:** The Community Council has not had any movement on th is topic.
9. **Replace vehicles:** Chief Long presented a comprehensive cost assessment to the board for the replacement of the Command vehicle and the Utility vehicle through State Bid. The request is for two (2) Ford F-150 pickup trucks. The cost estimates include the vehicles and the necessary sales tax, lighting, radio installations, striping and decals. The total estimate was \$85,000. The funds to purchase and outfit the vehicles will come from the cash balance (not the operation budget). The commissioners approved the purchase, and intend to reimburse the cash funds should the bond be approved. (The Commissioner recognize the bond may not pass and understand the cash fund may not be replenished). Resolution 2018-10 allows bond funds to be used to replenish the cash balance.

Motion to authorize purchase of 2 vehicles to cost no more than \$85,000. Made by Commissioner Virts, Seconded by Commissioner Connor, (3 yay, 0 nay) motion passed.

Resolution 2018-10 Intent to use bond funds to reimburse the district cash funds for the purchase of the two vehicles. Motion made by Commissioner Virts, Seconded by Commissioner Connor, (3 yay, 0 nay) motion passed.

New Business:

Good of the Order:

Next meeting: The Commissioner will have a workshop on the bond on Tuesday April 17th Regular meeting May 10, 2018

Motion to adjourn made by Commissioner Connor, seconded by commissioner Virts.

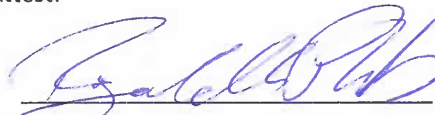
Meeting adjourned: 21:14

APPROVED BY:

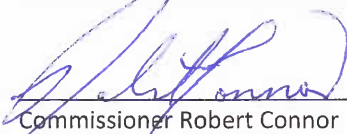
Attest:




Chairman – Commissioner Thomas Montag. (date)



District Secretary Rozalind Plumb



Commissioner Robert Connor (date)



Commissioner Charles Virts (date)