

Klickitat County Fire District 3

200 Husum Street Husum, WA 98623

Commissioner's Regular Meeting

November 14, 2024, at 15:00 (3 pm)

This meeting was available using remote online video and telephone technology. The district posted notice of how to access the meeting (Website).

Call to order: 15:05

Attendance: Quorum.

Commissioner Montag (Chair), Commissioner Connor (Vice Chair) Commissioner Virts.

Staff/Volunteers: Wes Long (Fire Chief), Rozalind Plumb (District Secretary), Jennifer McLean (Admin. Assistant).

Approval of agenda.

"I recommend we approve the agenda as printed" Made by Commissioner Virts, seconded by Commissioner Connor. (3 yay, 0 nay) motion passed.

Minutes of the last meeting:

- October 10th Annexation Hearing
- October 10th Regular Board Meeting

"Motion to approve the minutes of October 10th Annexation Hearing and also the minutes of the October 10th, 2024, Regular Board Meeting". Made by Commissioner Virts, seconded by Commissioner Connor. (3 yay, 0 nay) motion passed.

Finance Report See attached.

General Expenditure Scripts

"Move to approve the general expense fund scripts the first of which is dated 11th October 2024 in the amount of \$3,664.02, the next dated the same date in the amount of \$5,824.68, script three dated the 22nd October 2024 in the amount of \$8,012.04, The next script is dated 29th October 2024 in the amount of \$5,635.59, and the following script dated 12th November 2024 in the amount of \$12,446.74."
Made by Commissioner Virts, seconded by Commissioner Connor. (3 yay, 0 nay) motion passed.

Discussion on the budget to date, some line items have run over, but consensus is that we will remain under budget overall. Some items are over by 200%, Vehicles - tires, EMS- supplies and Communications- pagers for new members.

Some discussion on the cost of preparing for the RFA. Staff have absorbed a lot of the work for the transition. Direct RFA costs have been paid by KCFD3 outside the operating budget. Discussion on how cost effective it will be to invoice White Salmon for those costs. The understanding is that all unused WSFD funds will transfer to the RFA.

Chief's / Training Report – see attached

October saw Fire Prevention week and activities in the schools. Chief participated with other community responders for school lock down drills.

The shaded fuel project is in progress.

Fire Academy- starts in January.

EMT classes – we have at least 3 interested in becoming EMTs, but the only class available this year is at the Community College and costs considerably more than an in-county class.

Burn Ban- Rescinded October 23, 2024.

On Going Business

1. **Personnel:** Contract will be drafted for the RFA, and planning is in progress for hiring new staff with the assessment center scheduled for April 2025.
2. **Policies:** Moving into 2025 we will remove the policies the district no longer needs.
3. **Capital Projects** – on hold until 2025
4. **Engine Replacement:** The American LA France has been on the market but no interest yet.
5. **West Klickitat Regional Fire Authority (WKRFA)**

The 2025 Budget Hearing is scheduled for Thursday the 21st. Agendas have been sent out and are available on the KCFD3 website. The RFA domain has been secured “WestKlickiatFIRE.gov” Working to get that live and then we can transition the website and emails. KCFD3 will become a tab under the RFA website, and we will maintain all the archives. Emails will have to be accessed through our IT program and work is underway to build the specifications to go to bid for IT services. This is also tied to our insurance coverage for cyber security and risk management.

Transfer of finances from KCFD3 to WKRFA- the resolution is in place, we will coordinate with the County.

6. **Bond Levy** – The transfer is still on schedule for December.
7. **Levy Certification** – the annual Bond payment amount will change after the early payment has reduced the number of years. Discussion on the decreased annual bond payment amount and waiting for confirmation from the County Treasurer and the Consultant. The certification document will need to be submitted before November 30th.

New Business:

1. **2025 Board Meeting Schedule.** – Discussion on the meeting schedule. Confirmed the KCFD3 Board will meet the same day as the WKRFA Governing Board. WKRFA meetings are scheduled for the 3rd Thursday at 18:30. The KCFD3 board could meet at 18:00. It is unlikely they will have business unless it relates to the Bond. The meetings can be scheduled for the year and cancelled each month if there is no business to conduct. Resolution will be drafted for the December meeting.

Public Discussion: None.

Good of the order: Commissioner Virts noted that the EMS Chief of KCEMS1 is stepping down and the new Chief will be in place December 1, 2024.

Next meeting:

- Regular meeting- *Thursday December 12th at 3:00 pm*
- *WKRFA- 2025 Budget Hearing -Thursday November 21st 18:30 WSFD.*
- *WKRFA Regular meeting – Thursday November 21st 18:30 WSFD. Following Hearing*

“Motion to adjourn.” Made by Commissioner Connor, seconded by Commissioner Virts. (3 yay, 0 nay) motion passed.


Adjourned: 15:48 (3:48 pm)

APPROVED BY:

Attest:


Chairman – Commissioner Thomas Montag (date)


District Secretary Rozalind Plumb


Commissioner Robert Connor (date)


Commissioner Charles Virts (date)