

# Klickitat County Fire District 3

200 Husum Street Husum, WA 98623

Commissioner's Regular Meeting

October 10, 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:** 15:02

**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). Eric Bosler FF , Elizabeth Turner FF.

**Approval of agenda.**

Addition- Bond Levy information with Jim Nelson from DA Davidson, to be first on the agenda.

***"I make a motion to accept the agenda with the two changes just discussed." Made by Commissioner Connor, seconded by Commissioner Montag. (3 yay, 0 nay) motion passed.***

**Bond Levy - Jim Nelson representative from DA Davidson.**

Jim discussed the surplus funds collected and how to navigate paying down the Bond Debt early. The Bank will allow a one-time 'early prepayment' with no pre-payment penalty. The pay down would be applied to the years at the end of the loan period. It would eliminate the 2038 and 2037 principal payments and a portion of the 2036 principal amount. The levy amount will decrease due to the growth in assessed values over the last few years. This is good for the taxpayers. Jim has reached out to the County Treasurer to get an idea of what the surplus will be after the 2024 taxes have been collected. The current balance is \$638,000. If there is enough surplus, we may be able to eliminate all of the 2036 principal payment too. The next time the opportunity to make an early payment will be 2028 (10 years after the initial Bond). Discussion on the risk of doing this and the effects on the levy rate, there does not appear to be a negative effect. The Bond Attorney has also advised that the surplus is too robust, and it could become an issue with IRS. Moving beyond 2028 the interest rates may be lower, and the Board may consider refinancing at a lower rate. Discussion on the investment of the surplus funds. Currently the surplus funds have not been invested. The KCFD3 Investment officers can invest the funds. Jim also noted that only the properties that were eligible to vote in the 2018 election are held to the levy. New annexations into the district are not responsible for the Bond.

**Action required.** - The Bank needs 30 days' notice if the board chooses to make the early payment (ideally October 31, 2024, for payment in early December). Bond Legal counsel will provide a resolution for the board to approve in November for the payment.

**Delegation of authority to notify the bank-**

***"Delegate authority to Wes and Roz for the defeasance of a portion of the 2018 Bonds." Motion made by Commissioner Virts second by Commissioner Connor. (3 yay, 0 nay) motion passed.***

**Minutes of the last meeting:**

- September 12, 2024, Regular Board Meeting

***"Motion to approve the minutes of September 12th Regular Meeting minutes". Made by Commissioner Connor, seconded by Commissioner Virts. (3 yay, 0 nay) motion passed.***

**Finance Report** See attached.

Jennifer reported the Treasurer's report and the Auditor's report arrived today.

The EMS supplies are over budget. This is due to the preparation work being done to acquire the EMS License for the RFA. This includes equipment for White Salmon vehicles to ensure consistency across the agency.

Payroll is showing above expected due to a significant amount of fire Mobilization overtime. This will be reimbursed by DNR and WSP.

Volunteer Stipend – This will be over budget due to the changes in the payment schedule for 2024. 2023 stipends were paid in January 2024. Moving into the RFA it will be easier to pay the 2024 stipend in December (covering January through November). This mirrors the stipend payment timing for White Salmon firefighters. Additionally, we have had an increase in volunteers which has also meant purchasing more pagers and equipment under fire equipment budget line.

**General Expenditure Scripts**

*“Move to pay the general expense fund scripts dated September 12<sup>th</sup> 2024 \$3,703.33, script number 2 16<sup>th</sup> September 2024 the amount of \$2,681.30, script three 24<sup>th</sup> September 2024 in the amount of \$184.34, script number 4 dated 30<sup>th</sup> September 2024 in the amount of \$15,163.40.” Made by Commissioner Virts, seconded by Commissioner Connor. (3 yay, 0 nay) motion passed.*

*Washington Fire Chiefs Administrative Support Conference – Jennifer and Roz attended the conference, and it was a great event and resource.*

**Chief's / Training Report – see attached**

Budget – Chief is concerned about the budget. We are at 78% now and there are still year end items to go out.

New volunteers will trigger PPE expenditures, but due to the turnaround times they will be billed in 2025. Several new volunteers in the process of onboarding.

Discussion on the turnover of volunteers across the nation. Chief Long noted that we have had several newer members move onto professional fire careers.

Vehicles- The new engine should be in service on Saturday 12<sup>th</sup>.

Shaded fuel project – is in progress clearing areas along Doc Grade.

WSRB – the Fire Chiefs have been working on issues with WSRB that effect property insurance.

Fire Academy- starts in January.

Burn Ban- no news yet on when it will be lifted. County Commissioners will decide.

**On Going Business**

1. **Personnel:** Contracts 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**
  - **Station 31**
    - a) ADA Walkway- no progress.
    - b) Emergency power – Electrical contractor has provided a quote for service.

- **Station 32-** mice in the attic.
- 4. **Engine Replacement:** Saturday will see the engines rotated and placed in service.
- 5. **West Klickitat Regional Fire Authority (WKRFA)**  
The WKRFA Board is live and able to make decisions. Roz is trying to keep to the Governance policy and get everything to the board 7 days ahead of the meeting. This is proving to be a challenge. Automatic and mutual aid agreements are being prepared.
- 6. **Annexation – Resolution 2024-11 Public Hearing was held before the regular meeting:** Parcel 3 of survey #1052588 in SWSW; 17-4-11 & NWNW 20-4-11.  
**“Motion to approve resolution 2024-11 annexation of property as described” made by Commissioner Virts, second by Commissioner Connor (3 yay, 0 nay) motion passed.**

○ **New Business:**

○ **Public Discussion:** None.

○ **Good of the order:** Commissioner Virts noted that Jennifer and Roz have gone above and beyond to get the work done for the RFA. He was dismayed that they had to do the work as he had hoped to have a consultant to do that. He acknowledged that it took their time away from other projects. Thank you.

○ **Next meeting:**

- *WKRFA Regular Meeting will be Thursday October 17, at 18:30 in White Salmon.*
- *Regular meeting: Thursday November 14<sup>th</sup> 3:00 pm.*

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

○ **Adjourned: 15:52 (3:52 pm)**

**APPROVED BY:**

**Attest:**

Thomas Montag 11/14/24  
Chairman – Commissioner Thomas Montag (date)

Rozalind Plumb  
District Secretary Rozalind Plumb

Robert Connor 11/14/24  
Commissioner Robert Connor (date)

Charles Virts 14 Nov 2024  
Commissioner Charles Virts (date)