

# Fire District 16 Minutes Commissioners Work Meeting

Meeting Date- Feb. 9, 2009

## Attendance

Commissioners- Sam Wright, Roger Prater, Mike Woelke  
Treasurer- Lucy Bauer, Secretary- Ken Thompson  
Four Aeneas Valley Residents

6:00 PM- As chair, Roger brought the meeting to order. Roger read the agenda for tonight's meeting and then read the minutes from the January 12 meeting. The January 12 minutes were approved by the commissioners.

## General Discussions-

- The donated equipment exchanges with Lewis Co. fire have been completed.
- Revising tax requirements for fuel purchases from Gavin's needs to be completed.
- Lucy discussed credit card billing.
- An enclosed trailer to store fire district equipment is needed.
- Equipment inventories are needed.
- An evaluation of online training needs to be completed before a decision to purchase it is made.
- Membership in the Fire Chief's Association was requested and approved. (Lucy presented a voucher to pay the membership dues later in the meeting.)
- Membership in the Fire Commissioners Association was discussed. A motion to join was made and seconded. (Lucy presented a voucher to pay the membership dues later in the meeting.)
- Annexation requests are best handled via a county election process in November.
- Contracts for the use of a 3,000 gallon tender (green 6x6 5-ton truck) and a 1,500 gallon tender (red 6x6 2 1/2-ton truck) for \$1 per year were discussed and approved.
- Progress on a scheduled audit of the fire district being conducted by the County was discussed. Mike and Lucy are responding to the audit information requests.
- The contract for the Fire Chief (Tim Kenyon) was discussed. This is a volunteer position with no monetary compensation. The contract was approved.

Lucy discussed requirements for voucher requests. Lucy also presented vouchers for the commissioners to review and approve:

1. \$65.00 Board of Volunteer Fire Fighters
2. \$56.61 Fire District credit card
3. \$ 8.96 Postage bill from Okanogan Co.
4. \$12.66 Training
5. \$95.00 Dues for the Fire Chiefs Association
6. \$84.04 Superior Auto Parts
7. \$100.00 Dues for the Washington State Fire Commissioners Association
8. \$17.46 Havillah Road Printing

Tim discussed the following training:

- Red Card
- Fire Fighter I
- Engine Boss
- Refresher Red Card
- Train the Trainer (Feb. 21<sup>st</sup>)
- CPR and AED (Feb. 21<sup>st</sup>) CPR= Cardio Pulmonary Resuscitation,  
AED= Automatic External Defibulator
- CPR and AED (Feb. 22<sup>nd</sup>) available for those who couldn't attend the Feb.21<sup>st</sup> training.

Tim and Mike created an Incident Reporting Form they presented to the commissioners for review and discussion.

Tim discussed approval by the Washington State Rating Bureau for a class 9 rating within 5 road miles from 461 Cape Labelle Road. To expand this rating to the rest of the fire district a class II engine and warm garage is needed.

A revised organization chart was reviewed by the commissioners.

Skip informed the commissioners a high pressure wildland fire pump (about \$4,490) and four light bars for fire vehicles (about \$2,037) have been ordered. Fittings for the pump are being investigated. Grants are expected to help pay for this equipment.

Firefighter training is scheduled for February 17<sup>th</sup>.

The next commissioners work meeting is scheduled for 6:00 PM on March 9<sup>th</sup> at the Tonasket Elementary School.

The meeting was adjourned.

**These minutes have been approved by the Commissioners of  
Fire District no. 16**