

Fire District 16 Minutes

Commissioners Work Meeting

June 8, 2009

Attendance

Commissioners Roger Prater, Sam Wright, Mike Woelke
Treasurer Lucy Bauer, Note taker Karen Kenyon
And six Aeneas Valley residents

6:00 PM As chair, Roger brought the meeting to order. Roger read the minutes from the April 13 meeting. Roger moved to approve the minutes, Sam seconded.

Treasurer's report

Lucy presented vouchers for the commissioners to sign

\$ 78.45	Coleman Oil
\$ 14.26	North Cascades National Bank—VISA
\$ 7.54	Valley Tire
\$ 40.53	House of Hose
\$ 98.00	Red Cross—Blood Borne Pathogens cards
\$	Discussed payment to Lewis County on Engine 1611

County loan payment of \$82.50

District received tax income of \$3,010.40 and grant income of \$1,968.00

Budget Review

Mike presented document with known expenses for 2009/2010 and estimated tax income for same period. Roger asked how we are going to allocate income in the future. The topic was tabled until item 7D on the agenda.

Chief's report

- Tim reported he has ceased all spending per last meeting.
- District mechanic has estimated the expense to bring the new tender into working condition to be \$270.00
- All vehicles are due for scheduled maintenance.
- There has been lightning in the area and DNR is currently flying spotter planes over the area.
- He has been approached by a resident in the Cobey Creek area who wants fire suppression service.
- The last \$5,000 of grant money is being spent on radios, a port a tank, and fittings
- Liability issues—quoted Snure document p.18 Personnel roles. We have no policy creating the job of chief. As we have no policies and procedures in place, we are not covered by RCW title 4, good Samaritan law RCW title 52 covers the responsibility of the board, the board gives the chief his role, and the chief only has the powers the board gives him.
- Chief wants to adopt Ephrata Policies and Procedures (widely used by other districts), any problems we have applying them to our district, the Chief's Association will assist with on their blog like site.

- Discussion of responsibility, priorities of spending, Time has requested a liability release if trucks are not to be fueled up and ready to roll on fires due to maintenance issues.
- Roger said trucks should be parked if not road worthy.
- Roger wants budget prioritized for known expenses, operating expenses and said maintenance of vehicle is under operating expenses
- Tim said firefighters are putting together a type IV (four) engine with pieces and parts.
- New tender has some maintenance issues (electrical), the water bar requires the driver to exit the vehicle to operate meaning it will puddle when stopping. Tim explained fixes
- Roger explained Commissioners Liabilities—not to do anything illegal, act within the scope of their knowledge
- Tim quoted RCW 4.2.470? we have no immunity, we are not covered under good Samaritan laws without policies and procedures in place

Mike discussed Grants

- \$400.00 Chest packs
- \$1,600.00 fittings
- Fire station grant. He doesn't think we should pursue as we cannot afford the regular stations expenses at this time

New Business

Roger proposes making out an earnest money agreement for the property purchase and then get the survey done. The survey will cost about \$3500. The public purpose segregation has been turned in and accepted but won't be recorded until the property sale is complete.

- Tim asked the commissioners to keep \$4500.00 aside for fire fighting costs for this season
- Mike proposed possibility of reducing acreage amount to reduce all aspects of cost of property
- Property owner wants taxes paid, not concerned with when the rest of the payment is made.
- Roger said we can not legally pay your taxes. It will come off at the end of the sale, at closing
- Discussion of 4 vs 6 acres, longer term on contract will help with money in the bank vs paying for fire trucks maintenance during fire season
- Mike suggested potential of leasing additional property, also possibility of taking out a loan to consolidate all debt, as the fire district now has collateral.
- Possibility of earnest money agreement to extend closing until June 1, 2010.

Roger motioned to put \$1,000.00 earnest money on property, with closing by June 1, 2010, Mike and Sam both seconded. Roger will draw up agreement, property owner will sign.

Surplus property procedures

Discussed what to do with "useless" stuff. Presented document "proposed asset maintenance and transfer of surplus property. Discussed what steps needed to "sell" equipment. First need policies and procedures in place. Who is going to do this? Appoint (find) a committee chaired by one commissioner, they will bring their findings to the board of commissioners, suggested looking to fire fighters for volunteers.

Acceptance of Ephrata SOP

Mike proposed to adopt SOP with some revisions, as needed. Sam objected. Mike doesn't think we should have 2 sets of P&P.

RESOLUTION # 2009-06-08-01 Resolution to accept Ephrata SOP

Will use as is for now until Mike and Tim present applicable changes to commissioners for approval. Roger motioned to accept, Mike seconded

Secretary of the board was unavailable to sign

RESOLUTION #2009-06-08-02 Resolution to accept equipment

Agree to contract, with Chelan 9, for water tender, agree to acknowledge debt.

Roger moved to accept, Mike seconded

Creation of budget advisor and plan

Plan will establish priorities, timing of income vs known expenses. Mike wants someone to take responsibility for it Mike volunteered to be overseer, wants volunteer committee.

Old Business

Annexation Mike Rosella (Auditors Office) got paperwork on Friday. When the boundaries are approved, returned to commissioners who will approve or not. If approved, petition will be drawn and circulated for signatures. Need 60% approval.

Action items

Trailers for storage? Need money

Gas cards? Tim will go ahead with Coleman Oil if commissioners are going to put fuel in trucks.

Comments

Skip has signed with Fish and Wildlife, a temporary permit for Fire truck show for July 5th at the south access to Round Lake, from 9:30 AM to 3:30 PM.

Next meeting will be July 13, 2009 at 6:00 PM-same location

07:52 Roger adjourned the meeting, seconded by Sam

Chairperson

Commissioner

Commissioner

Secretary
(Minutes to be kept on file)

