

# Fire District 16

## Commissioners Work Session Minutes

Meeting Date- April 8, 2013

### Attendance

Commissioners- Mike Woelke, Roger Prater, Rick Baker  
Fire Chief- Bob Bauer, Captain Tom Hoffman, Treasurer- Glenna Jones,  
EMT- Yvonne Kennedy, Secretary- Ken Thompson  
Shannon Garoutte, Karen Kenyon

6:00 PM- Mike brought the meeting to order and went over tonight's agenda. The minutes for the March 11, 2013 meeting were approved.

Glenna provided the treasurer's report-

\$46,370.36	Balance at beginning of March
\$ 5,979.63	Bills paid in March
\$ 5,031.15	Tax income
\$ 570.00	Income from Okanogan Family Faire
\$ 75.00	Donation income
\$46,066.88	Balance at end of March

\$ 5,360.19 Bills submitted this meeting  
The commissioners approved funding to pay these bills.

Bob provided the fire chief's report-

- The fire district responded to two fires this month.
  - The WATOKA fire- an out of district house fire.
  - The MARSH fire- a 58 acre brush fire.
- Brush truck 1613 (Ford 1-ton) is out of service to re-host it to a military 2.5 ton truck.
- Using the old Brush 1613 truck as a utility truck for the fire district was discussed.
- Self Contained Breathing Apparatus (SCBA) training was conducted. Additional SCBA training is planned.
- Red Card refresher training is scheduled for April 15<sup>th</sup>.
- Proposed training for structural fires was discussed.

Yvonne provided an EMT report-

- The fire district responded to two EMT calls-
  - EMT response to a house fire.
  - EMT response to a trauma call.

Old Business-

- Rick discussed progress on plans to build a fire station. Building and electrical plans for the fire station were discussed. Additionally, building materials and property development were discussed. Rick said the engineering plans for the building are ready to

be drafted. The commissioners voted to have Rick proceed with drafting the engineering plans, property development, and the onsite electrical hookups.

- Roger discussed progress on the 2012 audit. The 2012 meeting minutes need to be included with the audit submissions. Mike will provide an Adobe file of the minutes.
- Mike described progress on the fire district's web page as slow but steady.
- Mike provided a proposed 2013 budget for review and discussion. The budget included both fire district and fire department budgets. The commissioners voted to adopt this budget for 2013.
- Mike discussed background checks for all fire district personnel. How decisions will be made on the results of the background checks was discussed. A case-by-case approach will be used for the decision making procedure resulting from the background checks. What other fire districts are doing will be included in this decision making procedure.

New business-

- The Washington State Ratings Bureau (WSRB) has proposed several changes that will be important to our fire district. Mike may attend an informational meeting on this topic.
- Fire District credit cards were discussed. Obtaining about three credit cards with increased credit limits was discussed. Further research will be conducted and a report will be provided for our next meeting.
- Glenna discussed the need to identify each fire district vehicle when purchases for supplies, fuel, maintenance, etc. are made. It was decided the fire district's vehicle identification will be used, for example Brush truck 1611 or Tender 1612.

*7:40 PM- An executive session was called to order pursuant to RCW 42.30.110(1)(g) to discuss personnel issues. A 20 minute session which was extended an additional 25 minutes was completed.*

*8:25 PM- The Executive Session ended.*

Our next meeting is scheduled for May 13th at 6:00 PM at 6 Main Road Aeneas Valley.

8:26 PM- The meeting was adjourned.

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Chairperson

Commissioner

Commissioner