

MINUTES
January 16, 2018

The regular meeting of Joint Fire Protection Ferry County District 3/Stevens County District 8 was called to order at 6:30 p.m. on January 16, 2018 at the District Office by Chairperson: Charlie Cole.
Present: Commissioners Chez Young, Helen Sowards, Shirley Nevin, Steve Benell and Dale McNitt. Chief Herb Hippler, Purchasing Agent Mark Stevens, and Secretary, Shauna Hippler.

Guests: Fortitude Isreal

Minutes: Charlie read the amended minutes from November 2017 minutes. Shirley made the motion to accept and Steve 2nd, vote was unanimous.

Helen made the motion to accept the December 2017 minutes, Chez 2nd, vote was unanimous.

Resolutions: Three new Resolutions

- 2018-1 Agree to operate as a joint department
- 2018-2 Organization of the Joint Board of Fire Commissioners for 3&8 committee.
Charlie: Chairperson and Buildings
Helen: Recruitment
Steve: Insurance
Shirly: Finance
Dale: Fire Safety
Chez: Communication
- 2018-3 Authorization BVFF- Board of Trustees for BVFF

DNR Phase 2 Grant: Herb has turned in the grant

Tribal Mutual Aid: In the past the Tribe hasn't wanted to sign the Mutual Aid Agreement. The dept. will just wait until they're ready to agree to our terms.

Alivia's accident: The BVFF board met with Alivia before the commissioners meeting to go over her accident. The accident form was sent to BVFF and Steve is handling the case.

Communications to Board: Charlie turned in his resignation as Station Captain for the Barneys Station.

New Business: None

Correspondence: None

Budget Report: January's treasurers report will be brought in and signed at the February meeting.

Vouchers Audited and Certified BY THE AUDITING OFFICER AS REQUIRED BY RCW 42.24.080 and those expense reimbursement claims certified as required by RCW 42.24.090, have been recorded on a listing, which has been made available to the board. As of this date October 12, 2017 the board by a unanimous vote, does approve for payment those vouchers included in the above list and further described as follows: Accounts Payable vouchers #320398 through #320423 in the amount of \$17,928.17.

Committee Reports:

- **Buildings:** Chez is handling the building plans for the Northport Flatcreek Rd station. And contacting Ziggys to draw up the design and cost. The new station will be roughly 48 x 68 with 4 doors in the front to house at least 5 vehicles. Roy Eslick has donated his dump truck to haul in gravel etc. he's asking the department to reimburse his gas expense. An ad in the newspaper will need to be placed for bids on the new station, we need at least 3 bids. Bid would be for materials only. Commissioners would like to have Fogles to give a presentation to set up the water system in February.
- **Communications:** None
- **Fire Safety:** None
- **Recruitment:** None
- **Insurance:** None

Medical Officer Report: None

Chiefs Report: We had an eye injury in the vehicle storage building The local board of safety committee reviewed the claim and came up with a corrective action to prevent this type of injury in the future.

I'm making headway on the FEMA grant, hope to have it completed by the end of the month.

DNR phase II grant is in the home stretch for being awarded, they needed more info on the location of the dry hydrants and permits required to install them.

SOP's will be going to print in Feb 2018 and a copy will be handed out to all volunteers along with a signature saying they received a copy.

Structure class has started in Colville, we have ran out of structure gear and will need to place an order for pants and boots once they have completed the class.

Wednesdays in January have been dedicated to ice rescue training. We will be having a final exercise Jan 27, 2018 (Hands on training)

There was a fatality MVA in January, we will be doing a after action review next district meeting.

EMT class is coming up. We have 5 potential candidates that want to attend this class, the fee is \$950. Almost \$1000 bucks out of pocket for a volunteer to attend and wait 1 year for reimbursement from the department. I feel this asking too much from someone to become an EMT for the department and need re-evaluated by the board.

Open Issues:

- **Burn Building:** Herb has received 2 small and 2 large containers so far.
- **Executive Session:** 8:15 to 8:37

Shirly made a motion to adjourn meeting at 9:20pm Dale seconded. Motion was unanimous.

Respectfully submitted:
Shauna Hippler, Secretary _____

Charlie Cole, Chairperson _____

MINUTES
February 8, 2018

The regular meeting of Joint Fire Protection Ferry County District 3/Stevens County District 8 was called to order at 6:30 p.m. on February 8, 2018 at the District Office by Chairperson: Charlie Cole.

Present: Commissioners Chez Young, Helen Sowards, Shirley Nevin, Steve Benell and Dale McNitt. Chief Herb Hippler, Medical Officer Rich Robinson, Purchasing Agent Mark Stevens, and Secretary, Shauna Hippler.

Guests: Ken Kerr

Minutes: Helen made the motion to accept the January 2018 minutes, Dale 2nd, vote was unanimous.

Resolutions: None

Communications to Board: Charlie read over the incoming mail.

Ken Kerr: Ken presented to the Commissioners a program of "outreach" for the community and to keep fire fighters in the district from leaving to go on contracted fires. He would go to meetings etc asking for endorsements for Fuel Reduction. Ken was hired by the commissioners as the new Public Relations Outreach Commander.

Alivia's accident follow up: Waiting to hear from BVFF.

Injury Control: The board for Injury Control are; Dale since he is in charge of fire safety and Thomas Lonelywolf, Steve Benell and Herb Hippler. If any injuries occur then a safety report needs to be turned in to the safety officers along with a report describing the injury and then sent to the council to review, this is required by BVFF.

New Business: None

Correspondence: It was brought to the commissioners' attention that when firefighters are on an accident scene that it would be a good idea to have good lighting so they can be seen easier by oncoming traffic, ie balloon lights.

Budget Report: Shirley went over the budget report.

Voucher approval: Monthly payables were reviewed and approved by commissioners. Steve made the motion to accept and Helen 2nd, vote was unanimous.

Vouchers Audited and Certified BY THE AUDITING OFFICER AS REQUIRED BY RCW 42.24.080 and those expense reimbursement claims certified as required by RCW 42.24.090, have been recorded on a listing, which has been made available to the board. As of this date February 8, 2018 the board by a unanimous vote, does approve for payment those vouchers included in the above list and further described as follows: Accounts Payable vouchers #320423 through #320439 in the amount of \$8,302.47.

Committee Reports:

- Buildings: (Ziggys) Chez handed out a Pole bldg estimate sheet for discussion on the NP/FC station. We will put a bid in the paper for building supply estimates. We need to get 3 bids also for utility service of 400 amp set up and inspection.
- Dave Phelps from Fogle March 8: Commissioners meeting on March 8 Fogle will be here to give examples on how to set up the NP/FC station for water.
- Communications: None
- Fire Safety: None
- Recruitment: None
- Insurance: None

Medical Officer Report: There are currently 2 firefighters in the EMT class. Thomas East and Gene Earsley. Rich is getting them set up with their own equipment. Rich would also like to have training for the firefighters who respond and help with accidents. What equipment is needed and basic training for traffic control etc. Went over First Responder calls for the month.

Chiefs Report: DNR phase II grant approved grant number 2018-06 in the amount of \$10,100

FEMA grant submitted in the amount of \$111,000 hoses, PPE and SCBA tanks.
Will take over one year before the announcements come out.

Barney's Station captain will be Jacob East.

All jaws of life equipment has been distributed to the following station 2,4,1 and 7.

Ice rescue was a big success, 3&8 made the front page of the Statesman Examiner.

Will be posting training records for everyone to see.

Forest service contract and bill, we need something set for 2018 wildland service for billing and proper tax deductions.

We have 9 people attending the structure training in Colville, the final date will be March 5th, 2018.

The last chiefs meeting we had three entities wanting volunteers to do more work. NPS wanted the districts to patrol camp grounds during a burn ban. The Stevens County Coroner wants all the districts to do a "natural death" form because the sheriff told her that he did not want his deputies to do them.

The Federal government wanted to do live data drug over dose app for all department to do on scene.

Open Issues:

- **Burn Building:** None
- **Executive Session:** 8:14 to 8:32.

Steve made a motion to adjourn meeting at 9:20pm Helen seconded. Motion was unanimous.

Respectfully submitted:
Shauna Hippler, Secretary _____

Charlie Cole, Chairperson _____

MINUTES
March 8, 2018

The regular meeting of Joint Fire Protection Ferry County District 3/Stevens County District 8 was called to order at 6:42 p.m. on March 8, 2018 at the District Office by Chairperson: Charlie Cole.

Present: Commissioners Chez Young, Helen Sowards, Shirley Nevin, and Steve Benell. Chief Herb Hippler, Purchasing Agent Mark Stevens, and Secretary, Shauna Hippler.

Guests: Ken Kerr and Zachary Eisdness

Minutes: Helen made the motion to accept the February 2018 minutes, Steve 2nd, vote was unanimous.

Resolutions: None

Communications to Board: Dave Phel from Fogle presentation: Dave gave a presentation with 4 different options to bring water to the Northport Flatcreek station. The options varied from \$8k to \$22k. The commissioners will go over the different options. A water sample is also needed before a building permit can be obtained.

New Business: None

Correspondence:

- Shirley: BIAS Rally- Per Diem- Commissioners will now have to pay taxes on their quarterly checks.
- Hiring Firefighters: Commissioners went over hiring one of our own firefighters instead of a contractor. We would have to report wages to L&I. Shirley called Roger Farris and will need a resolution.

Ken Kerr:

- Meetings report: Ken talked about the All Hazards Mitigation Plan that the commissioners will need to sign. It's for wildfire protection and will need to be signed in order to receive FEMA funds. Ken is going to contact Brad Tucker to come to the April 12th commissioners meeting to explain.
- Deadman Creek Meeting: Ken went over the events and discussion of the meeting.
- Ken would like to host an open house on May 5th. He applied for an Education Promotion grant to help cover costs of learning materials to hand out.

Budget Report: Shirley went over the budget report.

Voucher approval: Monthly payables were reviewed and approved by commissioners. Helen made the motion to accept and Steve 2nd, vote was unanimous.

Vouchers Audited and Certified BY THE AUDITING OFFICER AS REQUIRED BY RCW 42.24.080 and those expense reimbursement claims certified as required by RCW 42.24.090, have been recorded on a listing, which has been made available to the board. As of this date February 8, 2018 the board by a unanimous vote, does approve for payment those vouchers included in the above list and further described as follows: Accounts Payable vouchers #320440 through #320461 in the amount of \$9,602.10.

Committee Reports:

Buildings:

1. NP/FC building progress: Received a quote from Floener Electric of \$1646.00 to set up the Pedestal.
2. Special Meeting (3/15/18) to open bids for the building.
3. Went over the steps for Avista to set up power.

Steve: Steve went over the accidents that Thomas Lonelywolf was in on the way to two different fire calls. And also discussed his ambulance ride to the hospital from what Lonelywolf thought was smoke inhalation.

4. Communications: None
5. Fire Safety: None
6. Recruitment: None
7. Insurance: None

Medical Officer Report: None

Chiefs Report: DNR phase II grant work has started, the Wetland Study is in progress and awaiting for the permit process to be completed. Herb has also started working on the CAFS (Compressed Air System) on 3824 and might be able to re allocate funds to other projects if permission allows.

There was one structure fire on March 4th (Saturday). A single wide trailer. They saved about 70% of the interior content but suffered heavy smoke and water damage. The occupier of the trailer could not believe they saved the majority of the structure and took the time to tarp his belongings.

Colville structure training is completed with a total of 6 people completing the class. Herb attended the hands-on training with the crew on Saturday March 7th. Its looking like everyone is struggling with structure fire due to non-activity.

Herb ordered a microphone system for the Training Center, this will help with training and public meetings being held there. The cost was minimal, everything was under \$75.00.

The large copy machine suffered a major mother board issue due to the last power outage, he recommends looking at GSA Xcess for another one.

2018 Red Card refresher class will be on April 9, 2018 at 18:00 at the Training Center. The Station Captains will be participating as instructors. Welcome back Ken Kerr!

SCBA bottles: the majority of bottles will need hydro testing to be in compliant, we will be sending sets of 5 to Spokane to get tested.

- ❖ Herb found a surplus bulldozer on GSA Xcess. When items get posted on the site we have 5 days to react and submit a request. Herb won the bid and the commissioners made a motion to accept buying it. Helen made the motion to purchase and Steve 2nd. The vote was unanimous.

Open Issues:

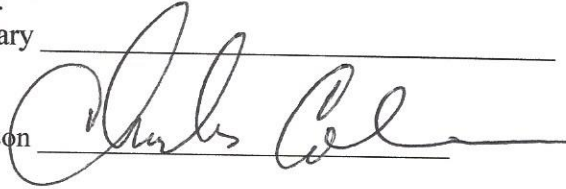
- **Burn Building:** None
- **Executive Session:** 9:20 to 9:32.

Helen made a motion to adjourn meeting at 9:35pm Steve seconded. Motion was unanimous.

Respectfully submitted:

Shauna Hippler, Secretary

Charlie Cole, Chairperson

A handwritten signature in dark ink, appearing to read 'Charlie Cole', is written over a horizontal line. The signature is fluid and cursive.

MINUTES
April 12, 2018

The regular meeting of Joint Fire Protection Ferry County District 3/Stevens County District 8 was called to order at 6:30 p.m. on April 12, 2018 at the District Office by Chairperson: Charlie Cole.

Present: Commissioners Chez Young, Shirley Nevin, Dale McNitt and Steve Benell. Chief Herb Hippler, Purchasing Agent Mark Stevens, and Secretary, Shauna Hippler.

Guests: Zachary Eisdness

Minutes: Steve made the motion to accept the March 2018 minutes, Dale 2nd, vote was unanimous. Approval of minutes from Special meeting: Motion by Dale and Steve 2nd, vote was unanimous.

Resolutions:

- 2018-4: Pay increase for Purchasing Agent Mark Stevens
- 2018-5: Establish position of Community Coordination Officer (Ken Kerr)
- 2018-6: Pay increase for Chief Herb Hippler

Communications to Board: Pay Enduris \$250 for the Thomas Loneywolf accident.

New Business: None

Correspondence: None

Budget Report: Shirley went over the budget report.

Voucher approval: Monthly payables were reviewed and approved by commissioners. Dale made the motion to accept and Chez 2nd, vote was unanimous.

Vouchers Audited and Certified BY THE AUDITING OFFICER AS REQUIRED BY RCW 42.24.080 and those expense reimbursement claims certified as required by RCW 42.24.090, have been recorded on a listing, which has been made available to the board. As of this date April 12, 2018 the board by a unanimous vote, does approve for payment those vouchers included in the above list and further described as follows: Accounts Payable vouchers #320466 through #320498 in the amount of \$18,667.47.

Committee Reports:

Buildings:

- NP/FC building progress:
 - Chez gave an update on the status of the NP/FC station.
- Communications: When working for the Forest Service we will pay taxes out of equipment funds. Shirley made the motion to pay operators (dozer, etc.) for \$20 an hour. Steven 2nd and vote was unanimous.

- Fire Safety: None
- Recruitment: None
- Insurance: None

Medical Officer Report: Rich has 2 guys in the EMT class and doing good. He would like an ambulance (unlicensed) at the NP/FC station for a medical response vehicle.

Firefighters responding to medical calls with fire trucks – If no first responders available its ok to respond to medical calls, but don't respond from opposite end of district.

Chiefs Report: FEMA grant was denied for 2017 grant application period.

Still looking for drivers to retrieve the dozer from Colorado.

All new recruits have finished structure fire training that was held in Colville.

Open Issues:

- **Burn Building:** None
- **Executive Session:** None

Shirly made a motion to adjourn meeting at 7:30 pm Steve seconded. Motion was unanimous.

Respectfully submitted:

Shauna Hippler, Secretary _____

Charlie Cole, Chairperson _____

JOINT FIRE PROTECTION DISTRICT

SPECIAL MEETING – Approval of NPFC spending

April 6th, 2018

This special meeting of Joint Fire Protection Ferry County District 3/Stevens County District 8 was called to order at 5:38 pm on April 6, 2018 at the District Office by Chairperson: Charlie Cole.

Present: Commissioners Chez Young, Steve Benell, Dale McNitt, Helen Sowards, Charlie Cole and Shirly Nevin, Fire Chief Herb Hippler

Guests: Gary Cotter

Purpose of meeting: To approve funds for the NPFC Station project.

Discussion: Cost of Ziggy's for material and Steven's Co for permits.

Helen Sowards made a motion to approve ~~changes~~, Dale McNitt seconded. Motion was unanimous.

Vouchers Audited and Certified BY THE AUDITING OFFICER AS REQUIRED BY RCW 42.24.080 and those expense reimbursement claims certified as required by RCW 42.24.090, have been recorded on a listing, which has been made available to the board. As of this date April 6, 2018 the board by a unanimous vote, does approve for payment those vouchers included in the above list and further described as follows: Accounts Payable vouchers #320462 through #320465 in the amounts of \$42,838.46 and \$2770.75.

Helen Sowards made a motion to adjourn meeting at 5:50pm, Dale McNitt seconded, Motion was unanimous. Meeting adjourned at 5:50 pm.

Respectfully submitted:

Shauna Hippler, Secretary_____

Charlie Cole, Chairperson_____

MINUTES
May 10, 2018

The regular meeting of Joint Fire Protection Ferry County District 3/Stevens County District 8 was called to order at 6:29 p.m. on May 10, 2018 at the District Office by Chairperson: Charlie Cole.

Present: Commissioners Chez Young, Helen Sowards and Steve Benell. Chief Herb Hippler, Purchasing Agent Mark Stevens, and Secretary, Shauna Hippler.

Guests: Robert Lee

Minutes: Steve made the motion to accept the April 2018 minutes, Helen 2nd, vote was unanimous.

Resolutions: None

Communications to Board:

- Crown Creek Gardens, backhoe: Need to use their backhoe to clear the NP/FC property. Will cost \$55 an hour.
- RCW's to hire Chez as contractor: Charlie read over the RCW manual to being able to use volunteers to build, or hire contractors for construction of new building.
- Release of lien: A contract needed to release Chez of contractor if anything should happen he wouldn't be held responsible.

New Business: None

Correspondence: None

Voucher approval: Monthly payables were reviewed and approved by commissioners. Chez made the motion to accept and Helen 2nd, vote was unanimous. A separate voucher was made to pay Avista for the installation of a transformer. The motion to pay was made by Helen and 2nd by Steve. Vote was unanimous.

Vouchers Audited and Certified BY THE AUDITING OFFICER AS REQUIRED BY RCW 42.24.080 and those expense reimbursement claims certified as required by RCW 42.24.090, have been recorded on a listing, which has been made available to the board. As of this date May 10, 2018 the board by a unanimous vote, does approve for payment those vouchers included in the above list and further described as follows: Accounts Payable vouchers #320499 through #320521 in the amount of \$7,651.38. Also voucher 320522 for \$5,126.47.

Committee Reports:

Buildings:

- Perk tests: The new perk tests were done May 10th. Will soon receive results.
- Avista (check for \$5,126.47) Done, voucher 3200522
- Driveway graveled: Will need more gravel, but almost done.

- Communications: None

- Fire Safety: None
- Recruitment: None
- Insurance: None

Medical Officer Report: None

Chiefs Report

Still looking for drivers to retrieve the dozer from Colorado.

Open Issues:

- **Burn Building:** None
- **Executive Session:** None

Helen made a motion to adjourn meeting at 7:29 pm Steve seconded. Motion was unanimous.

Respectfully submitted:

Shauna Hippler, Secretary _____

Charlie Cole, Chairperson _____

MINUTES June 14, 2018

The regular meeting of Joint Fire Protection Ferry County District 3/Stevens County District 8 was called to order at 6:40 p.m. on June 14, 2018 at the District Office by Chairperson: Charlie Cole.

Present: Commissioners Chez Young, Helen Sowards, Shirly Nevin, Steve Benell and Dale McNitt.

Purchasing Agent Mark Stevens, , Community Development Ken Kerr and Absent – Chief Herb Hippler, Safety Rich Robinson and Secretary, Shauna Hippler.

Guests: Shaun Robison

Minutes: Steve Benell made the motion to accept the minutes from the regular scheduled meeting, May 10, 2018 minutes, Helen Sowards seconded. Vote was unanimous.

Resolutions: None

Correspondence/Communications: Rice, Stevens Dist 12 has a Hamm Radio. Stevens County Commissioner meeting on May 23, 2018, Mike Blackman from the organization called “ARES” (Amateur Radio Emergency Services) presented information about volunteer communicators. There are 289 member state wide. There would still be communication if the repeaters were down. They have been thru the fema 100-200 courses and the NIMS 700-800 courses.

The DNR Grant was approved by the DNR. Orient submitted a letter of Thank you for the districts help during the flooding.

New Business:

Shaun Robinson, Explained a little about the agreement with the Forest Service, the agreement out as of June 14, 2018 is a “draft” only, the final should be available in Aug for the District to sign. The agreement states that the JFPD3&8 will have equipment available to assist the Forest Service as needed. Shaun asked about direct deposit, yes we can set this up. He also asked about Credit Card payments. The commissioner’s will need to look into this.

Ken Kerr discussed the need for an open house for community awareness and recruitment. Possible open house day is set for August 8th. Open for discussion is how do we keep our volunteers. Rate increase?

Ken Kerr also discussed the All Hazard Mitigation with Stevens Co, do we as commissioner want to sign? If we don’t sign, its possible we can’t get any FEM grants, but if we do sign they can take our resources to mitigate any number of hazards.

Budget Report:

Shirly – reported that the State Audit is finally complete, and we now need to wait for the letter from the SOS in regards to the next step we will need to take in regards to our agreement to be treated as a joint operation. A motion was made to contact an attorney to development an Interlocal agreement. Steve Benell made a motion to do so, seconded by Dale McNitt, Vote was unanimous. After we receive the letter from the State Shirly will reach out to the attorney (Snure Law Office) on what needs to be done to set up a interlocal agreement between Ferry #3 and Stevens #8.

Discussion in regard to Commissioners wages, the state RCW's state that commissioner is allowed up to \$114.00 per day. The meetings/duties need to be for the benefits of the district to qualify for pay.

Vouchers Audited and Certified BY THE AUDITING OFFICER AS REQUIRED BY RCW 42.24.080 and those expense reimbursement claims certified as required by RCW 42.24.090, have been recorded on a listing, which has been made available to the board. As of this date June 14, 2018 the board by a unanimous vote, does approve for payment those vouchers included in the above list and further described as follows: Accounts Payable vouchers #320525 through #320545 in the amount of \$17,543.18 and voucher 320546 in the amount of \$426.30 and voucher 320547 in the amount of \$1045.00.

Building report:

Chez Young reported that the NPFC Station's address is posted, well samples are turned in, the building plan is being reviewed but the water sample needs turned in. Septic – cost will be \$18000 to \$20000, to have installed, the district will place an ad in the paper for bids to be opened at the next monthly meeting.

Medical Officer Report:

None

Chiefs Report: See attached

Executive Session: none

Open Issues:

- **Burn Tower**

Dale McNitt made a motion to adjourn meeting at 10:30pm Shirley Nevin seconded. Motion was unanimous.

Respectfully submitted:

Sauna Hippler, Secretary _____

Charlie Cole, Chairperson _____



Shirly Nevin <shirly@nevintaxandaccounting.com>

Fwd: Chiefs Report

1 message

JFPD <jfpd38office@gmail.com>

To: Shirly Nevin <shirly@nevintaxandaccounting.com>

Mon, Jul 9, 2018 at 9:06 PM

----- Forwarded message -----

From: **Hippler, Herb (HHT)** <HipplerH@hearthnhome.com>

Date: Fri, Jul 6, 2018 at 12:10 PM

Subject: Chiefs Report

To: JFPD <jfpd38office@gmail.com>

Chiefs Report May to June 2018**Grants and funds:**

2018 Radio grant from DNR was submitted and awarded for \$24,600 no matching funds.

State MOB and DNR vehicle request for fire suppression total for the year \$ 3,600

Surplus of old, hose reel, pump and non-baffled tank, items over 24 years old in storage \$800

GSA Xcess awarded small craft for water rescue, pick up when I was in Seattle saving fire district hotel and meals fees \$180

Army truck windshield needed replaced due to a branch cracking windshield on Toulue Mnt fire. It would have cost the district \$1,160 just for the windshield including installation. Had Colville glass swap out windshield from parts truck saving \$960.00

Second Army truck needed started, Had Jim Mayberry swop out starter with parts truck saving \$288.00

I completed to 2018 Endures survey form saving the district a 10% increase in fees for a total savings of \$1,400

Total = \$31,828.00

Pending awards 2003 4x4 brush truck turn-key from DNR no charge. Replace 2 Wheel drive vehicle.

Fish and Wildlife permit fee was returned in the amount of \$150.00

Water sample collected and sent via 395 express, \$11.00 fee for shipping, I paid cash. Once lab receives sample, payment for testing will be paid via credit card and results will be sent to Brenda B. at planning office by Monday 18th

We had five volunteers resign from the department, three from Tipton, one from Barstow and one from Sand creek.

Sale of Barneys surplus engine, will be posting on public surplus auction site, does the board want a minimum amount for the vehicle?

Received our small craft boat from gsa xcess, I picked it up when I was in Seattle this last Monday.

*Herb Hippler**Engineering Technician, R & D**Hearth Experts*

HEARTH & HOME
technologies®
The Hearth Experts

MINUTES
July 12, 2018

The regular meeting of Joint Fire Protection Ferry County District 3/Stevens County District 8 was called to order at 6:43 p.m. on July 12, 2018 at the District Office by Chairperson: Charlie Cole.

Present: Commissioners Chez Young, Helen Sowards, Shirly Nevin, Dale McNitt and Steve Benell. Chief Herb Hippler, Purchasing Agent Mark Stevens, and Secretary, Shauna Hippler.

Guests: Ken Kerr and Thomas LonelyWolf

Minutes: Dale made the motion to accept the June 2018 minutes, Helen 2nd, vote was unanimous.

Resolutions: None

Communications to Board:

- Thomas LonelyWolf: Thomas as Safety Officer would like to be able to provide a Wellness physical to all Fire Fighters, including new recruits. Also, to have a current check up every 10 years for anyone 50 and younger. Every 5 years to anyone 51 and over.
- Ken Kerr: Ken stepped down from his position of County Community Coordinator. He will still be a big part of the fire dept for training and fires etc. He would like to have an open house on September 15 from 11am till 5pm. This would also serve as a recruitment and celebrate the departments 40th anniversary. The Commissioners would like to set up interviews to put in the Statesman Examiner and Silverado Express. They would also like to purchase banners to hang up to let the public know about the open house. Motion to approve the purchase of banners was made by Shirly and 2nd by Steve, vote was unanimous. There was also a motion to approve monies for purchase of supplies of \$1000 for the open house made by Steve and 2nd by Dale, vote was unanimous.

New Business: None

Correspondence: None

Voucher approval: Monthly payables were reviewed and approved by commissioners. Helen made the motion to accept and Chez 2nd, vote was unanimous.

Vouchers Audited and Certified BY THE AUDITING OFFICER AS REQUIRED BY RCW 42.24.080 and those expense reimbursement claims certified as required by RCW 42.24.090, have been recorded on a listing, which has been made available to the board. As of this date July 12, 2018 the board by a unanimous vote, does approve for payment those vouchers included in the above list and further described as follows: Accounts Payable vouchers #320549 through #320569 in the amount of \$7,660.24.

Shirly brought up the idea of moving monies from the General Fund to an Investment Fund, which will bring in more money for the dept. Dale made the motion to transfer money to an investment fund and Helen 2nd. The vote was unanimous.

Committee Reports:

- **Buildings:** The power pole has been put in at the Northport Flatcreek Rd property. Waiting for the trusses to be delivered. And taking bids for the septic. We have received one bid from UCR

for \$22,165.00. The Commissioners are accepting the bid with Helen making the motion to approve and Steve 2nd, the vote was unanimous.

- Enduris gave the "OK" to hire any contractor to fix the Barstow Station door. A Fire Fighter backed in to the door when backing a vehicle in.

Communications:

Steve: Steve brought up the Commissioners that he would like to give the Fire Fighters and First Responders a raise. The motion to increase the Fire Fighters pay rate to \$10 per meeting and \$15 per run was put in to motion by Steve and 2nd by Dale. Vote was unanimous.

The annual Fire Fighters BBQ/Fun day will be on August 4th at the Snag Cove campground. Dept will provide pulled pork sandwiches. Everything else will be potluck. Motion to approve funds for food/supplies was made by Shirley, Helen 2nd. Vote was unanimous.

1. Fire Safety: None
2. Recruitment: None
3. Insurance: None

Medical Officer Report: Rich was not present but wanted the Commissioners to know that his ambulance needs \$3600 worth work. Work starts this week.

Chiefs Report: "I'm unable to send any vehicles for State MOB request as of July 9th, we started off sending a brush truck but now ending with no crews to send. So out total for MOB this year will be around \$6,500.

The dynamics of volunteers are changing and retaining volunteers is becoming harder, we are now down 8 volunteers who have resigned. Some due to health reasons, and others due to not wanting to take training and two moving out of the district. I think the mind set over the past few years has changed and our fire fighters find it to be more of a job than a service to our community. What will it take to turn things around? I would like to make this department more fun and inviting and show the volunteers we appreciate what they do, with that in mind I would like to have a fire fighter's BBQ at Snag Cove camp ground first weekend in August. Our new swift water rescue boat is now operational and will be there.

The new dozer needed a little work to get it into compliance for DNR and Forest service standards, we fix a hydraulic leak, added bars to protect the windshield and exhaust stack and added work lights for night operations and fixed 4 pieces of cracked glass. We now are working on the truck to haul the dozer to fires. We have scheduled a training date for July 16th here at the training center 18:00. I know this dozer will save time and energy and we be setting standards for when it is to be deployed.

Forest service agreement is still not completed due to the fact that our (SAM) system for award management, is out of date and is requiring a notarized letter.

We had a backing accident at Barstow station with a significant amount of damage, this the 5th backing accident where the apparatus has struck a station. The vehicles did not have spotters because they returned alone."

Open Issues:

- **Burn Tower:** Discussion of how this building would be a good opportunity to help other districts for training and bring in money to the district.
- **Executive Session:** 8:48 to 9:07

Helen made a motion to adjourn meeting at 9:34 pm Dale seconded. Motion was unanimous.

Respectfully submitted:

Shauna Hippler, Secretary _____

Charlie Cole, Chairperson _____

MINUTES
August 9, 2018

The regular meeting of Joint Fire Protection Ferry County District 3/Stevens County District 8 was called to order at 6:49 p.m. on August 9, 2018 at the District Office by Chairperson: Charlie Cole.

Present: Commissioners Chez Young, Helen Sowards, Shirly Nevin, Dale McNitt and Steve Benell. Chief Herb Hippler, Purchasing Agent Mark Stevens, and Secretary, Shauna Hippler.

Guests: None

Minutes: Steve made the motion to accept the July 2018 minutes, Dale 2nd, vote was unanimous.

Resolutions: None

Communications to Board:

- Brian Snure information: Has been contacted to prepare an Interlocal Agreement for JFPD3&8, the interlocal agreement stating that Steven's 8 will pay Ferry 3 for services and equipment being provided by Ferry 3. All funds received by Stevens 8 will be deposited into the Ferry 3 account in exchange for services and equipment being proved by Ferry 3.
- UCR/Septic: We need half of the payment for a down payment.

Shirly would like to go to a Fire Commissioners seminar in October. Helen made the motion to send her to the seminar with a budget of \$900 and Steve 2nd, vote was unanimous.

The Commissioners also discussed if they needed to rent the airplane hangar again this year to store the NP/FC trucks if the station isn't finished.

New Business: None

Correspondence: None

Voucher approval: Monthly payables were reviewed and approved by commissioners. Helen made the motion to accept and Dale 2nd, vote was unanimous.

Vouchers Audited and Certified BY THE AUDITING OFFICER AS REQUIRED BY RCW 42.24.080 and those expense reimbursement claims certified as required by RCW 42.24.090, have been recorded on a listing, which has been made available to the board. As of this date August 9, 2018 the board by a unanimous vote, does approve for payment those vouchers included in the above list and further described as follows: Accounts Payable vouchers #320570 through #320591 in the amount of \$32,281.95.

Charlie would like to check on bigger garbage bins from Sunshine Disposal. And would also like to have a clean up party around the training center, fire station and shop before the open house.

Committee Reports:

- **Buildings:** Ziggy's would like the trusses picked up soon. All the districts trucks will need a DOT inspection and then be able to pick up the building materials and trusses. They will need new straps to tie down.

Digging holes: Commissioners discussed getting a work party together to dig holes for the new building instead of hiring out. This would include drilling holes, setting posts, gravel and then trusses.

Communications:

1. Fire Safety: None
2. Recruitment: The banner on the truck at Barney's Junction (Volunteers Needed) has brought in some new interest in the department.

Open House: September 15th from 11-5 Helen and Celia met and decided on hamburgers and hot dogs with baked beans and potato salad.

The EDITH house has been confirmed to be on scene. First Responders will also be on scene to do blood pressure checks etc. Ken Kerr will talk about fuel reduction. Volunteer fire fighters will be available to answer questions. Advertisements will be on the reader board on the outside of Kettle.

3. Insurance: BVFF will pay up to \$100 per person, one time for physical per fire fighter for all new recruits.

Medical Officer Report: None

Chiefs Report: Herb discussed the Sheep Creek fire and that he had a truck and bulldozer at the fire. He also talked about fire season and what we needed to do to be prepared in case there was a fire in our district.

Open Issues:

- **Burn Tower:** None
- **Executive Session:** None

Helen made a motion to adjourn meeting at 8:21 pm Shirley seconded. Motion was unanimous.

Respectfully submitted:

Shauna Hippler, Secretary _____

Charlie Cole, Chairperson _____

MINUTES

September 13, 2018

The regular meeting of Joint Fire Protection Ferry County District 3/Stevens County District 8 was called to order at 6:44 p.m. on September 13, 2018 at the District Office by Chairperson: Charlie Cole.
Present: Commissioners Chez Young, Helen Sowards, Shirley Nevin, Dale McNitt and Steve Benell. Chief Herb Hippler, Purchasing Agent Mark Stevens, and Secretary, Shauna Hippler.

Guests: Robert Lee, Ken Kerr

Minutes: Dale made the motion to accept the August 2018 minutes, Steve 2nd, vote was unanimous.

Resolutions:

- Interlocal Agreement: (2018-08) Motion to accept this agreement was made by Steve and 2nd by Helen. Vote was unanimous.
- Resolution for commissioners pay: (2018-10) Motion to update commissioners pay per RCW 52.14.101(2) in regards to the meeting amount and the condition that commissioner's may waive all or apportion of this meeting rate was made by Helen and 2nd by Chez. Vote was unanimous.
- Runs and meetings compensation for firefighters: (2018-09) was already approved and signed by commissioners.
- Ken Kerr resignation for Community Coordinator: (2018-07) was accepted and signed by commissioners.

Communications to Board: A request to use the training center for an event was requested by Brad Tucker from NW Management from the Forest Service to hold a meeting for Ferry County Hazard Mitigation on Friday, September 28, 2018.

Charlie went over the list of issues by DOT to prevent inspection to the truck and flat bed trailer. The trailer will be fixed by volunteers from the district and the truck will go in for needed repairs. There is an estimate of \$900.

Financial:

- Regular monthly reports: Commissioners went over the monthly reports, the budget report and treasurers report.
- Amend 2018 budget: A motion to accept the amended 2018 budget was made by Dale and 2nd by Helen.
- Long term planning for 2019: Commissioners went over lists from Station Captains from each station's requests and wants and needs to plan for the upcoming year.
- State Audits Ferry 3 Stevens 8: Shirley handed out the letter of results from the State Auditor and went over the details to the commissioners.

New Business: None

Correspondence: None

Voucher approval: Monthly payables were reviewed and approved by commissioners. Steve made the motion to accept and Helen 2nd, vote was unanimous.

Vouchers Audited and Certified BY THE AUDITING OFFICER AS REQUIRED BY RCW 42.24.080 and those expense reimbursement claims certified as required by RCW 42.24.090, have been recorded on

a listing, which has been made available to the board. As of this date September 13, 2018 the board by a unanimous vote, does approve for payment those vouchers included in the above list and further described as follows: Accounts Payable vouchers #923 through #949 in the amount of \$15,307.94.

Committee Reports:

- **Buildings:** Andrew will pick up the new building from Ziggy's.
- **Septic:** Tri County will be working with Brian from UCR to get the septic in at the Northport Flatcreek station.

Communications:

Fire Safety: None

Recruitment: None

Insurance: None

Medical Officer Report: None

Chiefs Report: Once again, we hosted the State MOB for the Boyd's fire.

WSP will help reimburse initial cost for fighting the fire. Fire fighters equipment used will be reimbursed.

Funds from DNR for trucks being on State MOB are coming in. Still waiting on payment from the dozer.

Title for the DNR surplus engine has come in and vehicle is in service at the Northport Flatcreek station.

Herb wants to set a conference calling system, this will save time and money for going to meetings for volunteers as well as commissioners. This would work well for station captain meetings as well. This will save a lot of time.

The Orient Water Dept would like the district to replace all the valves in the fire hydrants in Orient.

Open Issues:

- **Burn Tower:** None
- **Executive Session:** None

Dale made a motion to adjourn meeting at 9:00 pm Helen seconded. Motion was unanimous.

Respectfully submitted:

Shauna Hippler, Secretary _____

Charlie Cole, Chairperson _____

MINUTES
October 11, 2018

The regular meeting of Joint Fire Protection Ferry County District 3/Stevens County District 8 was called to order at 6:38 p.m. on October 11, 2018 at the District Office by Chairperson: Charlie Cole.

Present: Commissioners Chez Young, Helen Sowards, Shirley Nevin, Dale McNitt and Steve Benell. Chief Herb Hippler, Purchasing Agent Mark Stevens, and Secretary, Shauna Hippler.

Guests: Robert Lee

Minutes: Helen made the motion to accept the September 2018 minutes, Dale 2nd, vote was unanimous.

Resolutions: None

Communications to Board:

- Ferry Co. Hazard Mitigation (9/28): the meeting was full of positivity. Example: would be beneficial to residents along the river to protect against flooding etc. Getting grants for equipment to assist residents and would be helpful to the fire department as well.
- Bull Hill rental hangar: Discussed rent and heat for the use of the hangar to store trucks for the winter.

New Business: None

Correspondence: None

Financial: Shirley went over the treasurer's report and the commissioners went over the budget for 2019 and made financial decisions on what the department and each station needs as well as vehicles and equipment needed to purchase.

Voucher approval: Monthly payables were reviewed and approved by commissioners. Steve made the motion to accept and Dale 2nd, vote was unanimous.

Vouchers Audited and Certified BY THE AUDITING OFFICER AS REQUIRED BY RCW 42.24.080 and those expense reimbursement claims certified as required by RCW 42.24.090, have been recorded on a listing, which has been made available to the board. As of this date October 11, 2018 the board by a unanimous vote, does approve for payment those vouchers included in the above list and further described as follows: Accounts Payable vouchers #954 through #982 in the amount of \$36,954.34.

Committee Reports:

- **Buildings:** The Northport/Flatcreek building is ready for pick up. Charlie, Dale and Steve will make the trip with the district truck and flat bed to get it. Storage issues are pending.

Communications:

1. Fire Safety: None
2. Recruitment: None
3. Insurance: None

Medical Officer Report: "Received the heart monitor/defibrillator for Flat Creek it seems to work well and was cheaper than the last one \$2500.

Herb found us a 4-wheel drive ambulance for \$8700. It looks good and will probably go to Flat Creek too.

I'm hoping to get some people in the EMT class this winter"

Chiefs Report: "I just placed the order for all new pager radios with the DNR grant money.

I'm 50% complete on the FEMA grant application for 2018, this years top priority is PPE, going for all new gear and updated SCBA bottles.

DNR would like to have a AAR with the fire district on the Boyd's fire here with in the week, all 3&8 members are encouraged to attend.

At the last officer meeting we had a conference call meeting, I believe it went well and saved time spent driving and cut down on the chit chat.

At the last district meeting in October was life flight training, we had over 48 people attend and was very informative.

Ken Bellows is a local mechanic who has recently turned wrenches for us, his shop rates are very reasonable and has completed 3819 repairs. He also became a volunteer with 3&8.

Rich R has been awarded a 2007 Ambulance for \$8729.50 it's in Idaho falls.

We are starting a new structure call for new recruits."

Open Issues:

- **Burn Tower:** No
- **Executive Session:** No

Chez made a motion to adjourn meeting at 8:25 pm Helen seconded. Motion was unanimous.

Respectfully submitted:

Shauna Hippler, Secretary _____

Charlie Cole, Chairperson _____

MINUTES
November 8, 2018

The regular meeting of Joint Fire Protection Ferry County District 3/Stevens County District 8 was called to order at 6:42 p.m. on November 8, 2018 at the District Office by Chairperson: Charlie Cole.

Present: Commissioners Chez Young, Helen Sowards, Shirley Nevin, Dale McNitt and Steve Benell. Chief Herb Hippler, Purchasing Agent Mark Stevens, Medical Officer Rich Robinson and Secretary, Shauna Hippler.

Minutes: Dale made the motion to accept the October 2018 minutes, Steve 2nd, vote was unanimous.

Resolutions: Shirley has 4 resolutions and will have a special meeting on November 15th to discuss and sign.

Communications to Board: Helen called the Commissioners Board and learned that if there are meetings around "dinner time", the dept can pay for food to feed the volunteers.

There will be the dept annual Firefighter Appreciation dinner on December 10 at 6pm.

Shirly went over the WFCAs seminar she went to (see attached sheet for her notes)

New Business: None

Correspondence: None

Financial: Shirley will refigure the budget and go over with the commissioners at the Special Meeting on November 15th.

Voucher approval: Monthly payables were reviewed and approved by commissioners. Steve made the motion to accept and Dale 2nd, vote was unanimous.

Vouchers Audited and Certified BY THE AUDITING OFFICER AS REQUIRED BY RCW 42.24.080 and those expense reimbursement claims certified as required by RCW 42.24.090, have been recorded on a listing, which has been made available to the board. As of this date November 8, 2018 the board by a unanimous vote, does approve for payment those vouchers included in the above list and further described as follows: Accounts Payable vouchers #984 through #1003 in the amount of \$39,476.54.

Committee Reports:

- **Buildings:** Discussion on new building. Commissioners will be accepting bids on what needs to be done and when they can start, taking into consideration the soil conditions for building.

Communications:

1. Fire Safety: None
2. Recruitment: None
3. Insurance: None

Medical Officer Report: Rich went over with commissioners what will happen with the EMS with out the 2019 levy money. Also went over who needs to be recertified for EMS cards.

Chiefs Report: None

Open Issues:

- **Burn Tower:** No
- **Executive Session:** No

Shirly made a motion to adjourn meeting at 8:15 pm Dale seconded. Motion was unanimous.

Respectfully submitted:

Shauna Hippler, Secretary _____

Charlie Cole, Chairperson _____

Oct 29, 2018

WFCA - Annual meeting

I think one or two of us should go every year!

WFCA has a commissioner handbook I want to use to get our up to date.

Highlights,

The Snure's Seminar Wed night was the best part of the week, learned the most and about things we are not in complaints with.

- Commissioner's Per Diem goes up Jan 1st to \$128.00, current rate is \$114.00. This is mandatory that commissioner get paid, I would like to update any waivers. Also we need to add to our policy what is Commissioner duties.
- Standard Mileage rate for IRS is .545
- School District Payments – do we qualify for?
- Mandatory Reporters – suspected child abuse – Do we have posters? Need to include with capital training
- Elections – shared with us elections deadlines
- Public Disclosure – rules changed, and I don't think we have the correct resolution
- If audited and not in compliance we could pay a penalty
- Ethics – district computer are NOT to be used for personal reasons, facebook, amazon purchasing, etc.
- Military leave – these rules also changed.
- Wa Sick law – 1 hour for every 40
- Wa Family Medical Leave Act – new in 2019
- Minimum wage increases to \$12.00 on 1.1.19
- Can not ask if applicants have criminal record till after we have decided they are a good fit for the job
- New bid law thresholds, etc. see attached
- Alternative Fuels – we are required to use alternative fuels unless we opt out and that needs to be in a resolution

I had to choose between Interlocal or Employment Law, I choose interlocal and did not learn anything but what we already know in regards to our agreement.

Thank you for letting me go.

MINUTES December 13, 2018

The regular meeting of Joint Fire Protection Ferry County District 3/Stevens County District 8 was called to order at 6:37 p.m. on December 13, 2018 at the District Office by Chairperson: Charlie Cole.
Present: Commissioners Chez Young, Helen Sowards, Shirley Nevin, Steve Benell and Dale McNitt.
Purchasing Agent Mark Stevens, Chief Herb Hippler, Safety Rich Robinson Absent and Secretary, Shauna Hippler Absent

Guests: None

Minutes: Helen Sowards made the motion to accept the November 1, 2018 minutes seconded by Steve Benell. All approved. Shirley Nevin made the motion to accept the November 8, 2018 minutes with the WFCA Information attached, second by Helen Sowards, all approved. Motion made by Steve Benell to accept the Special Meeting Minutes for November 15, 2018 made the motion to accept with Corrections, seconded by Helen Sowards approved by all.

Resolutions: None

Correspondence/Communications:

Thomas Lonelywolf is recording in data bases. Charlie Cole needs a Evip Class.

New Business:

Thank you letter to be written by Susan for the donation to the Annual Dinner, Herb to call and discuss with Susan.

Budget Report:

Vouchers Audited and Certified BY THE AUDITING OFFICER AS REQUIRED BY RCW 42.24.080 and those expense reimbursement claims certified as required by RCW 42.24.090, have been recorded on a listing, which has been made available to the board. As of this date December 13, 2018 the board by a unanimous vote, does approve for payment those vouchers included in the above list and further described as follows: Accounts Payable vouchers #_____ through #_____ in the amount of \$20,850.83

Building report:

We are moving forward to get contractor to put up the shell of the building. We need to decide how to choose a contractor, what do we want done, how to word a contract. Can we use the Small Works Roster. Dale is going to follow up with contractor to make sure they are on the Small Works Roster.

Medical Officer Report:

None

Chiefs Report: See attached

Executive Session: none

Open Issues:

- **Burn Tower**

Helen Sowards made a motion to adjourn meeting at 8:00pm Shirley Nevin seconded. Motion was unanimous.

Respectfully submitted:

Shauna Hippler, Secretary _____

Charlie Cole, Chairperson _____