

JOINT FIRE PROTECTION DISTRICT  
FERRY COUNTY 3/STEVENS COUNTY 8

**MINUTES**

**February 14, 2013**

The regular meeting of the Joint Fire Protection District Ferry County District 3/Stevens County District 8 was called to order at 6:30p.m, on February 14, 2013, at the District Office by Chairman Helen Sowards. Present: Commissioners Helen Sowards, Susan Dechant, Steve Benell, Graham Wooten, Robert Lee, Secretary Peter Holter-Mehren, Chief Herb Hippler, and Purchasing Agent Mark Stevens. Fire fighter Thomas Himinez was also present.

**Minutes .**

Minutes of January 10, 2013 were discussed. **Motion, Dechant, to pass minutes of January 10, 2013, seconded by Wooten. m/s/p**

**Communications to the Board**

Chief Hippler introduced Fire Fighter Himinez to the Board and requested they appoint him as Training Officer. **Motion, Wooten, to appoint Thomas Himinez as Training Officer, seconded by Benell. m/s/p**

**Correspondence:**

Letter received from Safe Kids, Pierce County, offering us participation in the "Safe Rider Citation" Program. Secretary will contact with an affirmative response.

Letter received from Colville Rotary Club asking for our participation in a Rotary International Chili Cook Off at Colville Fairgrounds, Saturday, September 21, 2013. Secretary will inform volunteers at next District Meeting and see if there is any interest.

**Budget Report**

Commissioner Dechant presented a current budget report. She reports that all accounts look good and income from the Treasurer's Office is in line with anticipated amount.

**Vouchers**

Vouchers were discussed. **Motion Wooten, to approve vouchers seconded by Lee. m/s/p**

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 14, 2013 the board by a unanimous vote, does approve for payment those vouchers included in the above list and further described as follows: Vouchers 304447- 304464 in the total amount of \$9098.83.

**Committee Reports**

**Buildings:** Commissioner Lee: Not present. Chief Hippler has been meeting with Commissioners Lee and Wooten to choose design for new maintenance building.

**Communications:** Commissioner Wooten: Barstow repeater is currently active

**Recruitment** – Commissioner Sowards. Three new recruits. Eldon Kearney, Steve Partridge and Jacob Walsh.

**Fire Safety** – No report

**Insurance-** Commissioner Benell. The computer data entry for small inventory is ongoing.

**Chiefs Report: Electronic, not submitted**

**Medical Officer's Report:** Not present

**Open Issues:**

- Newsletter. Articles have been received from most stations and layout of the newsletter has started
- Railing for Training Center ramp. Has come in, awaiting installation
- Emblems. Volunteers will vote on design
- Building Security. We are researching prices and designs for the windows.
- Janitor/Yard Maintenance SOP presented. **Motion, Wooten, to accept SOP for Janitor/Yard Maintenance position, seconded by Benell. m/s/p**

**Executive Session:**

The Board went into Executive Session at 2012 hours to discuss personnel evaluations of the Janitor and the Secretary. It was estimated this would take until 2030. The Board came out of Executive Session at 2030 hours

**Motion to Adjourn, Wooten, at 2035 hours, seconded by Dechant**

Respectfully submitted:

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Peter Holter-Mehren, Secretary

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Helen Sowards, Chairperson