

JOINT FIRE PROTECTION DISTRICT  
FERRY COUNTY 3/STEVENS COUNTY 8  
**MINUTES, September 12, 2013**

The regular meeting of the Joint Fire Protection District Ferry County District 3/Stevens County District 8 was called to order at 6:35p.m, on September 13, 2013, at the District Office by Chairman Helen Sowards. Present: Commissioners Helen Sowards, Susan Dechant, Steve Benell, Graham Wooten, Robert Morton, Robert Lee, Secretary Peter Holter-Mehren, Purchasing Agent Mark Stevens, and Chief Herb Hippler.

**Minutes .**

Minutes of August 8, 2013 and August 29, 2013 were discussed. **Motion, Wooten, to pass minutes of August 8<sup>th</sup> and 29<sup>th</sup>, seconded by Dechant. m/s/p**

**Communications to the Board**

Charlie Cole presented a print to the District from the employees at Noisy Waters.

**Correspondence:**

**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. Copies of current financial statements were given to all board members.

**Vouchers**

Vouchers were discussed. **Motion Wooten, to approve vouchers Benell, 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 September 12, 2013 the board by a unanimous vote, does approve for payment those vouchers included in the above list and further described as follows: Vouchers 304628- 304657 in the total amount of \$12,555.00

**Committee Reports**

**Buildings:** Commissioner Lee. Discussion on the new apparatus storage building. The slab is complete and Mark Stevens has volunteered to pressure wash and seal it. Commissioner Morton is moving forward to secure gravel fill for Sand Creek Station.

**Communications:** Commissioner Wooten: Barstow repeater is currently active and the transfer to new property is in progress.

**Recruitment** – Commissioner Sowards. No new recruits.

**Fire Safety** – Edith House will be at Orient School on September 23<sup>rd</sup> at 0930.

**Insurance-**

**Chief's Report for July to September 2013**

Chiefs Report August to September 2013

Batting 1000 on state MOB fires this year, total so far is \$20,000, it's been a 50 / 50 split between the brush truck and tender going out. We will see what the rest of September brings as for fires.

We had one structure fire on Freidland Rd , units first on scene said fully involved and has been burning for quite some time. It did produce one spot fire (wild land) and the Sherriff was called to investigate this fire. The trailer involved had a dozer line about 2/3 around it. This trailer was not occupied and no power.

At the last station meeting in Orient, we did a clean sweep outside the station and behind it, I have no idea why we kept some of the items we did for so long.

The repeater tower will be moved this weeks end, it will be operational by Sunday.

I have moved some of my officers around at our last officers meeting. I have removed Tom Lonely Wolf as training officer due to the fact he will not be able to train wild land fire fighters until 5 years from now. I have also removed Gary tucker as safety officer due to the fact he has taken the training officer roll as he can teach fire fighters two wild land class because he is a single resource boss training.

At this point in time I have not appointed a safety officer yet.

I need to sit down with Rich and hammer out his job description and responsibilities as medical officer.

At our last district meeting we did a canvas coverage of Gilmore and Flat creek road, the fire fighters did an 299 form, this form help home owner determine if the house was fire wise or not. This also helped show those residents that we are an active fire department. After all he crews completed their assignment, I was amazed how many homes on Flatcreek road are just summer homes. Only about 35 % of the people where home.

We are moving the medical room from Barney's station to create more room for their lockers and the training and safety room will become the new medical storage room.

We have a new first responder out of Barney's station, he is from Kettle Falls Fire Department and is an EMT, he is the only medical responder so far out of Barney's station.

**Medical Officer's Report:** None

**Open Issues:**

- Uniforms. Secretary compiling a list of all volunteers sizes for shirt order.
- Station signs were replaced by correct signs, have been distributed to all stations for installation
- Building Security – Video surveillance cameras are currently being installed. Discussion was held about security bars for Training Center windows.
- Paperwork has been received for application for an account at Noisy Waters.
- Traffic Safety Signal. Commissioner Wooten related a very unsatisfactory discussion with DOT reference traffic safety lights for Barstow Station. Commissioner Morton will also be talking with them about our concerns.

**Motion: Wooten, to have security bars built Charlie Cole at a cost not to exceed \$1000, seconded by Benell. m/s/p**

**Executive Session:** The Board went into Executive Session at 1950 for 15 minutes for performance reviews of the Chief and the Purchasing Agent. This session was extended by public notice for 10 minutes. The Board came out of Executive Session at 2015.

**Motion: Benell, to increase Secretary/Office Manager's salary to \$400 per month, effective October 1, 2013, seconded by Wooten. m/s/p**

**Motion: Wooten, to raise Chief's limit on purchasing to \$1000 for non-emergency and non-sensitive purchases, seconded by Benell. m/s/p**

**Motion: Benell, to approve up to \$30,000 for finishing construction on Frieghtliner Tender on DNR 50/50 match, seconded by Wooten. m/s/p**

**Motion to Adjourn, Wooten, at 2045 hours, seconded by Benell**

Respectfully submitted:

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Peter Holter-Mehren, Secretary

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Helen Sowards, Chairperson