## JOINT FIRE PR OTECTION DISTRICT FERRY CO. #3 & STEVENS CO. #8 25266 Highway 395 N, Kettle Falls, WA

RESOLUTION FOR PAYMENT)

FOR SECRETARIAL POSITION)

RESOLUTION 2014-19

A resolution declaring the desire of the Board of Commissioners to set the pay for the position of Secretary / Office Manager.

WHEREAS, the responsibilities and duties of the Secretary / Office Manager have increased substantially over the past years; and

WHEREAS, the Commissioners feel a proper sum is necessary to attract the most qualified candidates; and

WHEREAS, a probationary period is necessary to establish the qualifications and abilities of the new Secretary / Office Manager and also establish the new employee's desire to continue in the position and accept all responsibilities as outlined in our "Commissioners Policy and Procedure Manual",

NOW, THEREFORE BE IT RESOLVED, by the Board of Commissioners for the Joint Fire Protection District Ferry 3 & Stevens 8, that the Secretary / Office Manager pay will start at \$300 per month; if at the end of the 6 month probationary period employment is mutually acceptable to both the Commissioners and the trainee, and employment is to continue, the pay will be raised to \$400 per month

Dated this 13th day of November, 2014

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Helen	Lowarde	Bal Martin
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Chair Commissioner

Joint Fire Protection District Ferry Co. #3 & Stevens Co. #8

Commissioner Commissioner

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Commissioner

Keter Holter Mich Secretar