

KLICKITAT COUNTY FIRE PROTECTION DISTRICT #4
MONTHLY BUSINESS MEETING
January 27, 2022 – 7:00 PM
Zoom Only, No In-Person Option

Meeting was held via Zoom, no in-person option. Sign was posted in outdoor message case stating Zoom Meeting information.

The meeting was called to order by Commissioner Kroeskop at 7:03 P.M.

Commissioners Kroeskop and Beaulaurier, Chief McCune, Secretary/Treasurer Lisa Clepper, Admin. Assistant Marci Ramsay, Department Members Jim Carley and Justin Ramsay, BVFF Firefighter Rep and Department Member David Swann, and Community Member Tracy McCune were present. Admin. Assistant Marci Ramsay took minutes.

MINUTES

- The minutes of the regular meeting of December 16, 2021 and BVFF special meeting of December 27, 2021 were distributed. Motion for acceptance, as distributed, by Commissioner Beaulaurier, seconded by Commissioner Kroeskop. Motion carried.

CHIEF'S REPORT

- 2021 Incentive Program Payout - Chief McCune presented a spreadsheet showing each members participation and points accrued. The spreadsheet implemented a payout cap of \$500 per member. Commissioner Beaulaurier made a motion to approve the spreadsheet as distributed by the chief (*see attached*). Commissioner Kroeskop seconded. Motion carried.
- Forest Service Work – Chief McCune has submitted invoices for payment to the Forest Service for work done in 2020 and 2021.
- Forest Service – Roland has contacted Chief McCune regarding renting the second bay at the Burdoin Station. Chief McCune and the commissioners think this is a good idea as the funds will help cover fuel for the station, as well as the new security measures we're looking into. It will also be beneficial to have someone stopping by the station on a more regular basis. Details yet to be determined.
- July 4th Fire – Chief McCune has been summoned to the 2/22/2022 jury trial. He has no additional information at this time.
- Curtis is set up for quarterly air compressor inspections. They will also be providing us with a quote to inspect SCBA's.
- Commissioner Beaulaurier asked Chief McCune for an update on purchasing a chassis and noted we may find there is a backlog. No major update, but he'll find out about any backlog.

GRANTS

- Casino Grant 2022 – Not open yet. Chief will watch for it.
- Back-up Power – Commissioner Beaulaurier would like to look into grant opportunities to assist in purchasing a generator, or solar system, for back-up power at the station. He noted several departments have generators. He will research options and report back.

2022 LOCAL BVFF BOARD

- December 27, 2021 meeting minutes approved *as noted above*.
- 2021 Certification Form not yet received from BVFF.

ADMIN. ASSISTANT REPORT

- Provided Resolution 2022-01; Waiving commissioner compensation, ready for signatures. Commissioners will sign and return in their meeting folders.
- Life Flight – 2022 renewal has been submitted and received by Life Flight; 15 members on the roster. Noted that a few members that are eligible, did not take advantage. A pro-rated fee can be requested for mid-year additions.
- Public Records Request
 - 1/12/2022 – Received a voicemail from Tracy McCune requesting minutes and budget to be posted on our website, OR to provide her with the following; minutes September 2021 to present, 2020-2022 budgets. She would also like a meeting to go through her call records.
 - Minutes/Budgets January 2019 thru 12/18/2021 – Posted to website by Chief McCune by January 18, 2022. Will post December 2021 business meeting minutes once approved and paperwork is complete.
 - Call Records Meeting – Commissioner Kroeskop has been in contact Tracy. They will set up a meeting in the near future.

SECRETARY/TREASURER - FINANCIAL REPORT

- The Commissioners were given hard copies of all script pages along with receipts beforehand. Each Commissioner will sign their copy of script page and return to Lisa to be filed.
- Reviewed January disbursements. Commissioners approved January scripts; (8) bills totaling \$6,644.36 and (3) payroll items totaling \$1,325.46. Motion to pay (11) items, KCFPD#4 Voucher Numbers 2022-001 through 2022-011, totaling \$7,969.82 in the usual and customary manner made by Commissioner Beaulaurier, seconded by Commissioner Kroeskop. Motion carried.
- Reviewed December deposits. Received (6) deposits totaling \$97.77; (1) investment on interest totaling \$7.70, (1) billing error refund totaling \$20.07, (1) payment for report totaling \$5.00, (2) address sign payments totaling \$40, and (1) address sign payment plus donation totaling \$25.00.

OLD BUSINESS

- T-Mobile Account – Tracy McCune has been in contact with Commissioner Kroeskop regarding her belief that she has previously paid the departments bill. Commissioner Kroeskop requested she submit documents proving this, so the commissioners can review.
- Station Clean-up Update – Chief McCune will plan a work party once the weather warms up. He'd also like to meet with Commissioner Joy to go over her list of suggestions.
- Lyle Station Security – Chief McCune is working to upgrade to an easier to use, and more robust, system. This will cost roughly \$700 through Simply Safe.
- Burdoin Station Security – Chief McCune and Commissioner Beaulaurier have discussed installing a solar cell with batteries to run lights and a security system with WiFi. The set-up would cost roughly \$1,000 and have a monthly WiFi fee. Commissioner Beaulaurier will do more research and report back.

NEW BUSINESS

- Boot Reimbursement Policy Review – Commissioner Kroeskop requested information be added to this month's meeting packet regarding the departments existing policy and member reimbursement for the last two years. Marci provided this info. Discussion regarding both the timeline and amount reimbursed. Commissioner Kroeskop checked in with a couple other

departments. As an example, High Prairie reimburses their members \$400. Commissioners chose to keep the timeframe the same, but increase the amount from \$200 to \$300 every five years. Marci and Lisa will work on updating this section of the General Policy.

With there being no further business to discuss, Commissioner Beaulaurier made a motion to adjourn. Motion seconded by Commissioner Kroeskop. Motion carried.

MEETING WAS ADJOURNED AT 7:38 P.M.

Pending Motions	
Action Items	
July 22, 2021	<i>Secretary/Treasurer and Admin – By Laws updates</i>

APPROVED