

KLICKITAT COUNTY FIRE PROTECTION DISTRICT #4

MONTHLY BUSINESS MEETING

February 27, 2020 – 7:00 P.M.

Lyle Fire Station Meeting Room

The meeting was called to order by Commissioner Lovejoy at 7:02 P.M.

Commissioners Lovejoy, Joy, and Kroeskop were present.

Others present were Chief David McCune and Community Liaison Patty Elkins. Admin. Assistant Marci Ramsay took minutes.

MINUTES

- The minutes of the regular meeting of January 23, 2020 were read. Motion for acceptance as read by Commissioner Kroeskop, seconded by Commissioner Joy. Motion carried.

COMMUNITY LIAISON

- Patty discussed the “Stop the Bleed” program. Our department now has two certified trainers. Discussed reaching out to the school to see if they’d be interested in an EMS Defense Class. This would be dependent upon the department purchasing a “Stop the Bleed” training kit. *See Fire Chief Section.*

RECRUITMENT – Nothing new to report.

GRANTS/BONDS

- Casino Grant 2020 – Chief McCune is working on the application, which is due the end of March. He’s looking to request \$4,000.
- FEMA Grant 2019 – This is a work in progress. Deadline for submission is March 13.

FIRE CHIEF

- In John’s absence, Chief McCune presented information on the “Stop the Bleed” training kit John would like to purchase; cost \$950. Discussed contents of kit and potential return on investment. The commissioners want additional information on total cost of ownership. Tabled discussion until John is present and can provide additional information.
- Also in John’s absence, Chief McCune presented info about an upgraded Life Pack John is interested in pursuing, applying for a grant to cover the purchase costs. Commissioners expressed concerns with respect to liability, training, and maintenance costs.
- Annual Awards Dinner is scheduled for March 14. Chief McCune reported that our food costs are less than \$200 and the awards are between \$150-\$200. These costs will be covered under his monthly spending allowance.

TRAINING

- Brian Beaulaurier will be attending an extrication drill in Boring, OR. This is a two-day training and costs \$250. The department will cover a meal stipend, mileage, and one-night hotel stay.

VEHICLES/EQUIPMENT

- 401 – Air dryer parts are ordered.
- Sam will change oil on all vehicles soon. Commissioner Lovejoy requested he also service all pumps as well.

INTERAGENCY MEETING REPORT – No meeting this month.

2019 BVFF BOARD

- Newell's "Buy Back" – Chief McCune suggested we drop this due to lack of proof showing Newell's were active in 2005. We do not have enough paper evidence to meet BVFF's requirements.
- Chief McCune completed the 2019 Pension Participation Certification form; signed by Chief McCune and Commissioner Lovejoy.

MEDICAL OFFICER REPORT – No report.

ADMIN. ASSISTANT REPORT

- Election Status – Commissioner Lovejoy has been re-elected; received election certificate. Commissioner Kroeskop has as well, but needs to take an oath and have it notarized.
- Signed Resolution 2020-03; Appointment of Investment Officer.

FINANCIAL REPORT

- Reviewed January income and disbursements. Commissioners signed January scripts; (7) bills totaling \$2,783.18 and (3) payroll items totaling \$894.34. Motion to pay (10) items, KCFPD#4 Voucher Numbers 2020-14 through 2020-23, totaling \$3,677.52 in the usual and customary manner made by Commissioner Joy, seconded by Commissioner Kroeskop. Motion carried.
- Marci relayed info for Lisa regarding our Washington State Fire Chiefs annual membership dues. Our land valuation caused us to go up a tier, which increased our dues from \$165 last year, to \$330 this year. Discussed benefits of membership. Commissioners decided to pay the increased dues this year and Commissioner Lovejoy will research to see if we want to continue supporting this organization in the future.
- In order to invest funds through Klickitat County Treasurer, we need to appoint an "Investment Officer." Commissioner Kroeskop made a motion to appoint our Secretary/Treasurer, Lisa Clepper, as our Investment Officer. Commissioner Joy seconded. Motion carried.
- Discussed investments through Klickitat County Treasurer. Marci presented information Lisa prepared, giving examples of return on investment based upon different investment amounts; \$80,000 and \$100,000. Money can be pulled out of the investment at any time with no penalty. Both of these amounts leave sufficient funds in our general fund to cover monthly expenses for several months. Commissioner Kroeskop made a motion to invest \$100,000 through Klickitat County Treasurer, per Lisa's recommendation. Commissioner Joy seconded. Motion carried.

UNFINISHED BUSINESS – None.

NEW BUSINESS

- Administrative Wage Increase – Marci started with the department in November 2016, Lisa started in April 2017; both started at \$14 per hour and remain at that same wage. Commissioner Lovejoy presented wage information and suggested increase per year based upon rates others are receiving in the same field; \$2 increase for year one and a \$1 per year increase for years two and three. Commissioner Kroeskop made a motion to provide a \$4 total increase effective February 1, 2020. This will bring both Marci and Lisa's wage up to \$18 per hour. Commissioner Joy seconded. Motion carried.

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

MEETING WAS ADJOURNED AT 8:02 P.M.

Pending Motions	None
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Action Items	
Marci	Look into additional insurance coverage for members beyond what BVFF allows.
Peter	Cost benefit analysis of annual association dues and value to the department.

APPROVED