

KLICKITAT COUNTY FIRE DISTRICT 3

200 Husum Street, Husum, WA 98623

Commissioner's Meeting

Thursday November 10, 2022

This meeting was available using remote online video and telephone technology. The district posted notice of how to access the meeting (Website).

Call to Order: 15:20 (3:20p.m.)

ATTENDANCE

Commissioner Montag (Chair), Commissioner Connor (Vice Chair), Commissioner Virts. - (Quorum),
Staff/volunteers: Jenifer McLean (Administrative Assistant), Rozalind Plumb (District Secretary),
Bob Merritt (mHc)
Public: None

APPROVAL of AGENDA

"Motion to approve the agenda with the exception of item one which will be deleted (item 1 being the personnel Performance review executive session)." -made by commissioner Virts, Seconded by Commissioner Connor. (3 yay, 0 nay) motion passed.

MINUTES of LAST MEETING

- **October 13th – Regular Business Meeting (3pm)**

"Motion to accept the minutes of the October 13th regular business meeting as presented" made by Commissioner Connor, seconded by Commissioner Virts. (3 yay, 0 nay) motion passed.

SECRETARY'S/FINANCE REPORT: See attached report for details.

County Treasurer report for October has not been received.

- **GENERAL EXPENSE FUND 667.1**

"Motion to approve the General scripts" made by Commissioner Virts, seconded by Commissioner Connor. (3 yay, 0 nay) motion passed.

- **CAPITAL EXPENSE FUND 667.3** – nothing to report.

CHIEF'S/TRAINING REPORT – see attached.

ON GOING BUSINESS:

1. **PERSONNEL:** performance reviews (executive session cancelled).

2. **POLICIES:** Resident program policy and agreement

"Motion to approve version 11.10.22 Klickitat County Fire District 3 Volunteer Residency Program policy as presented" made by Commissioner Virts, seconded by Commissioner Connor. (3 yay, 0 nay) motion passed.

3. **BOND:**

Station 31

Electrical – all is complete except panels

Radios –

Gymnasium – electrical is complete and old panel has new switches

East Bathrooms – in redesign stage

Kitchen – hood still needs to be installed

Training room – progress is being made with owner installed items (cabinets, countertop, and sink)

4. STATION 32

All punch list items have been completed by the general contractor. There are still a few owner installed items to be done.

5. SURPLUS –list.

6. OUT OF DISTRICT BILLING – Nothing to report.

7. ENGINE REPLACEMENT

Chief Long and Captain Helton visited the TOYNE manufacturing facility for a pre build meeting.

8. CITY OF WHITE SALMON/COOPERATIVE SERVICE OPPORTUNITIES – update by mHc Associates

There are currently nine task force members and one more to be added by next week. Lloyd Olson is chairman and Nate Regan Vice Chair. The first meeting was held Wednesday November 2, and the rules, and guidelines were adopted, and the mission statement, and action plan were discussed. Bob Merritt (mHc) provided a copy of a previous task force report to be used as a reference, and the next meeting is scheduled for Wednesday November 16 at 3pm. There will be at least 6 meetings.

Bob spent numerous hours with volunteers from both White Salmon, and KCFD3 to get feedback on the cooperative service opportunity. Approximately 80% of the total volunteers participated in the anonymous survey, and the consensus was favorable. The board and City council will get an executive summary of the survey.

On November 19, mHc met with the White Salmon City council and they agreed that they need to learn more about the fire department and its operations. Data will continue to be gathered from both KCFD3 and WSFD. The report due date has been moved to the end of January 2023 because of the late start.

9. 2023 Budget & Levy Certification

2023 Budget

“Motion to adopt the 2023 budget with the amendment to move the remaining funds into the budgeted salary line item,” made by Commissioner Connor, seconded by Commissioner Virts. (3 yay, 0 nay) motion passed.

Resolution 2022-15

“Motion to approve resolution 2022-15,” made by Commissioner Connor, seconded by Commissioner Virts. (3 yay, 0 may) motion passed.

Levy Certification

“Motion to approve the levy certification in the amount of 15% above our lawful levy amount,” made by Commissioner Virts, seconded by Commissioner Connor. (3 yay, 0 nay) motion passed.

2023 Cost of Living(related to budget):

Commissioners discussed 2023 wage and salary increase. During the budgeting process the district was looking at wage and salary increases of 8% to keep up with the cost of living. Commissioners discussed the topic and determined that inflation is currently above 10%. "Motion to increase the salary and wages by 10%." made by Commissioner Connor, seconded by Commissioner Virts. (3 yay, 0 nay) motion passed.

NEW BUSINESS:

1. WFCAs 2023 Health Insurance renewal

"Motion to approve the WFCAs 2023 Health and Dental Insurance renewal to include 100% coverage for the full-time employee, and 50% for their spouse," made by Commissioner Virts, seconded by Commissioner Connor. (3 yay, 0 nay) motion passed.

2. Web Site

The current web site is out of date and needs refreshing, In its current format it is hard for staff to manage, update, and archive. Roz has found a company that specializes in web development for special purpose districts. The cost will be \$150 per month plus initial onboarding fees.

"Motion to approve hiring a web site management company," made by Commissioner Virts, seconded by Commissioner Connor. (3 yay, 0 nay) motion passed.

PUBLIC DISCUSSION: none

GOOD OF THE ORDER: The Commissioners thank all the staff for producing the best budget packet seen so far.

NEXT MEETING:

- Regular meeting: Thursday December 8th 3:00 pm.

ADJOURN.

Motion to adjourn made by Commissioner Virts, Seconded by Commissioner Connor (3 yay, 0 nay) motion passed.

Meeting adjourned at 16:12 hrs.

APPROVED BY:

Attest:

Thomas Montag 12/8/22
Chairman – Commissioner Thomas Montag (date)

Rozalind Plumb
District Secretary Rozalind Plumb

Robert Connor 12/8/22
Commissioner Robert Connor (date)

Charles Virts 12 Jan 2023
Commissioner Charles Virts (date)