



Clallam County Fire District 3

Motto: Service Driven Through Excellence and Innovation

BOARD OF COMMISSIONERS - SPECIAL MEETING MINUTES

August 22nd, 2023

Chair Bill Miano called the Board of Commissioners Regular meeting for Clallam County Fire District 3 to order at 1:00 p.m. in person at 255 Carlsborg Road in Sequim and via the Zoom App. Present were: Commissioners Bill Miano, Mike Mingee and Jeffrey C. Nicholas, Deputy Chief Tony Hudson, Battalion Chief Elliott Jones, District Secretary Lori Coleman, Finance Manager Alwynn Whitaker, Maintenance Supervisor Tharin Huisman, Mechanic Steve Phillips, Captain Skov, Firefighter Paramedic Jeremy Long, Firefighter EMT Scott Dickson and Colton McGuffey, and Volunteer Coordinator John McKenzie.

CHANGES TO THE AGENDA

None

REGULAR BUSINESS

Agenda Bill 1: Apparatus Replacement Plan – Deputy Chief Hudson presented the 5-year Apparatus Replacement Plan, officially adopted on September 6, 2022, along with a comprehensive inventory of rolling stock. He informed the group that in 2022, the District acquired a new Ambulance and a new Tender, aiming to have three similar Tenders, one each for Stations 33, 37, and 34. Looking at 2023, the District has ordered three F-150's and is currently awaiting Ford's specifications for a new Brush Engine. Moving into 2024, the remount of G-26 is scheduled; the chassis is already ordered, and preconstruction bids will be forthcoming. Deputy Chief Hudson highlighted that the apparatus committee meticulously refined the initial plan, outlining acquisitions up to 2028. After thorough research and visits to similar departments, the committee unanimously endorsed Spartan as the preferred manufacturer for the upcoming engines. These engine designs are adapted from the current Sutphen models. During discussions, Commissioners proposed several ideas, including exploring refurbished apparatus options, investigating the market for selling used fire apparatus, considering bulk orders for common supplies (Mechanic Steve Phillips added that this is not always easy to determine and the shop is currently doing this with what they can), and commissioner wanted to ensure that full payment is withheld until the apparatus is received (they believe you get the best service this way). Commissioner Mingee requested that staff provide more comprehensive details for any forthcoming proposals, emphasizing the importance of understanding the groundwork leading to recommendations. He also urged staff to explore whether financing options could secure better pricing, and to negotiate with the vendor for the most favorable rates. The Commissioners expressed the desire to revisit the Apparatus Replacement Plan an annual basis moving forward.

INFORMATION ONLY; NO ACTION WAS TAKEN.

Agenda Bill 2: "old" Tender 33 – Deputy Chief Hudson reported that he has been working with legal counsel to see what is allowed by Washington State for gifting apparatus to less funded Fire Departments. He found out that the Laws do not allow for that. He will be placing this apparatus on a Public Surplus site and if other fire departments want to bid, they can, but the District is required to set a minimum at what would be considered "fair market value". The District originally paid \$87,000 for this Tender in 2004; comparable apparatus are anywhere between \$15,000 - \$50,000. **INFORMATION ONLY; NO ACTION WAS TAKEN.**

Agenda Bill 3: Shop Rates – The staff has been conducting research on shop rates employed by other fire departments that outsource their work. Currently, there are only a few such cases, with rates spanning from \$115 to \$155 per hour. District Secretary Coelman suggests reviewing the contracts with the existing agencies to confirm whether there are any limitations on the District's ability to raise the prices. While there was mention of potential rate increases tied to CPI adjustments in the contracts, it seems these increments haven't been implemented. Chief Hudson is contemplating a rate increase to \$125 per hour. Staff will continue their investigation and present a formal recommendation to the Board for further consideration. **INFORMATION ONLY; NO ACTION WAS TAKEN.**

GOOD OF THE ORDER –

- None

NEXT MEETING –

- Add New Engine Recommendations
- Shop Rates

EXECUTIVE SESSION

Chairman Miano called for an Executive Session beginning at 2:14 p.m., expected to last for eleven minutes under RCW 42.30.110 (g) to review the performance of a public employee. In attendance were: Commissioners Miano, Nicholas and Mingee, and Deputy Fire Chief Hudson. At 2:25 p.m. Chairman Miano called the meeting back into Regular Session. No decisions were reached during the Executive Session.

ADJOURNMENT

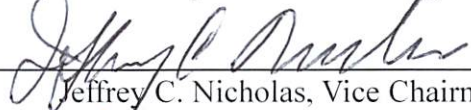
Chairman Miano moved, and Commissioner Mingee called for adjournment at 2:26 p.m.



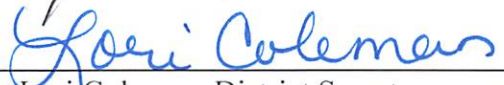
 Bill Miano, Chairman



 Michael Mingee, Commissioner



 Jeffrey C. Nicholas, Vice Chairman

Attest: 

 Lori Coleman, District Secretary