

**CLALLAM COUNTY FIRE DISTRICT 3
BOARD OF COMMISSIONERS**

MEETING MINUTES

REGULAR MEETING

MAY 16TH, 2016

The Regular Meeting of the Board of Fire Commissioners was called to order by Chairman Barnfather at 1:00 p.m. on Monday, May 16TH, 2016, located at Fire District 3's Headquarters Station, 323 North Fifth Avenue, Sequim, WA.

ATTENDANCE: Commissioner James D. Barnfather, Commissioner Richard Houts, Commissioner G. Michael Gawley, Chief Ben Andrews, Assistant Chief Eric Quitslund, Assistant Chief Dan Orr, Alwynn Movius, Retired Captain Steve Chinn, and Patti Williams.

EXCUSED ABSENCE: Assistant Chief Tony Hudson [attending ZOLL Summit, Denver, CO]

APPROVAL OF MINUTES: MOTION: Commissioner Houts moved and Commissioner Gawley provided a second for approval of the May 3rd, 2016, Regular Meeting Minutes. The **MOTION** carried unanimously.

REGULAR BUSINESS:

Report — Risk Reduction and Planning: Assistant Chief Orr verbally provided a review of his monthly report that is included as part of these Minutes.

Agenda Bill No. 1. 2nd Review of Public Comment Policy 1441 — MOTION: Commissioner Gawley moved and Commissioner Houts provided a second to adopt The Board of Fire Commissioners "Public Comment Procedures," *Revised Policy 1441*. The **MOTION** carried unanimously.

Agenda Bill No. 2. 2015 Budget Summary — Alwynn Movius, Finance Manager, provided an overview of the 2015 Budget Statement of Revenue versus Expenditures as of December 31, 2015. [Reports are included with these Minutes.]

Agenda Bill No. 3. Website Update RFP — MOTION: Commissioner Houts moved and Commissioner Gawley provided a second for approval to authorize Chief Andrews to enter into a contract with Totera WebSystems, retaining them to update the District's website [www.ccf3.org]. The **MOTION** carried unanimously. [Assistant Chief Eric Quitslund's Report is included with these Minutes.]

Agenda Bill No. 4. MOTION: Commissioner Gawley moved, and Commissioner Houts provided a second, to approve Payroll Warrant/Claim check numbers 105018 through 105028; EFT's and an IRS Deposit totaling \$498,997.16; and Accounts Payable Claim check numbers 105029 through 105060 totaling \$51,905.72; for a Disbursement Grand Total of **\$550,902.88**. The **MOTION** carried unanimously.

Agenda Bill No. 5. MOTION: Commissioner Houts made a Motion to approve April's Volunteer Points and Recruit Academy January 1st through April 30th, 2016, for a Grand Total equaling **\$20,820.00**. Commissioner Gawley seconded the Motion. The **MOTION** carried unanimously.

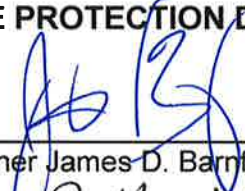
EXECUTIVE SESSION: Chairman Barnfather called for an Executive Session at 1:35 p.m. for approximately 30 minutes in accordance with Washington State RCW 42.30.140 (4) (b) for the purpose of discussing bargaining strategy concerning IAFF Local 2933. Chief Andrews and the District's Assistant Chiefs were invited to remain in attendance.

CALL REGULAR MEETING BACK TO ORDER: Chairman Barnfather called the Regular Meeting back to order at 2:05 p.m.

ANNOUNCE BOARD ACTION: No action taken.

ADJOURNMENT: Chairman Barnfather called for adjournment at 2:10 p.m.

CLALLAM COUNTY FIRE PROTECTION DISTRICT NO. 3

By: 
Commissioner James D. Barnfather, Chairman

By: 
Commissioner Richard Houts, Vice Chairman

By: 
Commissioner G. Michael Gawley

ATTEST:

By: 
Ben Andrews, Fire Chief