



Clallam County Fire District 3

Vision: Service Driven Through Excellence and Innovation

BOARD OF COMMISSIONERS - REGULAR MEETING MINUTES

April 20th, 2021

Chair Gawley called the Board of Commissioners Regular meeting for Clallam County Fire District 3 to order at 1:00 p.m. via the Zoom App. Present were: Commissioners G. Michael Gawley, Steven K. Chinn, and Bill Miano, Chief Ben Andrews, Assistant Chiefs Tony Hudson and Dan Orr, Administrative Assistants Lori Coleman and Caity Karapostoles, Finance Manager Alwynn Whitaker, Captain Derrell Sharp, Lt. Joel McKeen and Community Member Rob Ollikainen.

CHANGES TO THE AGENDA

Addition of Agenda Bill 5: Letter in support of Roundabout on Highway 101.

APPROVAL OF MINUTES

Commissioner Miano moved and Commissioner Chinn seconded to approve the April 6th, 2021 Regular Meeting minutes. **MOTION CARRIED.**

REGULAR BUSINESS

Agenda Bill 1: Q1 2021 Financial Report – Financial Manager Alwynn Whitaker presented the First Quarter 2021 Financial Report to the board. She stated that the district is in good financial health, the best in a number of years. The result of numerous positive financial steps including the passage of the Levy Lid Lift has allowed the district to add responding personnel and build a solid reserve. FM Whitaker also shared that the district received a 26% increase in EMS revenue over 2020 in the first quarter. The county auditor speculates it is the result of property owners using their federal stimulus checks to pay their property taxes early. **INFORMATION ONLY, NO ACTION TAKEN.**

Agenda Bill 2: 2021-02 Draft MOUs re: Buy Back and Overpayments – Chief Andrews presented two Memorandums of Understanding for the Commissioners review. Chief Andrews explained that the first MOU is directed at time loss payments from the Dept. of Labor and Industries for covered injuries. Previously the District and Local 2933 have entered into an MOU each time a member receives L&I time loss payments allowing the member to buy back sick leave used for the injury. This MOU would allow the District to follow this best practice without signing a new MOU with the Union for each incident.

The second MOU is directed at the process in which inadvertent overpayments are recaptured. The agreement between the District and Local 2933 documents the District's best practices in accordance with RCW 49.48.200. Commissioner Chinn moved and Commissioner Miano seconded the authorization of the District entering into the two aforementioned MOUs with the IAFF Local 2933 **MOTION CARRIED.**

Agenda Bill 3: Discontinue Response to Non-Emergency 911 Abusers – Staff, after consultation with the District's legal advisor, requested authorization to discontinue responding to residents who have, over many years, repeatedly abused the 911 Emergency System with non-

emergency calls. The district has tried diligently to find other community services to address these community members’ needs and none have been acceptable to the individuals. The district has billed for the numerous non-emergency calls and currently the unpaid bill is over \$9000.00. Staff stressed that the District will continue to respond to any calls for falls or true emergencies but will no longer perform “housekeeping” chores. Commissioner Chinn moved and Commissioner Gawley seconded authorizing the district to discontinue responding to non-emergency calls from individuals determined to be abusing the 911 System. **MOTION CARRIED.**

Agenda Bill 4: Approval of Payroll and Expense Claims – Commissioners conducted their review of the expense claims and payroll reports. Commissioner Chinn moved and Commissioner Gawley seconded to approve Accounts Payable Claim check numbers 109610 through 109669, dated April 20th, 2021 totaling \$117,367.66; Payroll EFT’s and IRS deposit for Monthly Payroll Draw dated March 25th, 2021, in the amount of \$29,538.19; Payroll Warrant/Claim check numbers 109599 through 109609 and Monthly Payroll EFT’s and IRS Deposit dated April 9th, 2021, in the amount of \$633,574.92; for a disbursement grand total equaling \$780,480.77. **MOTION CARRIED.**

Agenda Bill 5: Letter Supporting Roundabout on Highway 101 – The Jamestown Tribe requested letters of support from many community entities concerning the proposed roundabout at Sophus Road, near CCFD#3 Station 37, and Highway 101. The Commissioners received the request at the April 6th BOC meeting and tabled the agenda bill until this meeting. After discussion, Commissioner Gawley moved and Commissioner Chinn seconded to reject the opportunity to write a letter of support for the Highway 101 roundabout project. **MOTION FAILED.**

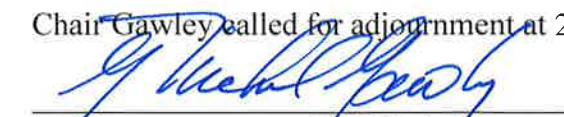
GOOD OF THE ORDER – Chief Andrews shared that the Members of the Year for 2020 received their awards and recognition for earning such an honor. Volunteer EMT Chaela Sumner along with FF/EMT Scott Dickson and FF/PM Jack Hueter were selected for their many outstanding qualities and work ethic by their peers.

EXECUTIVE SESSION

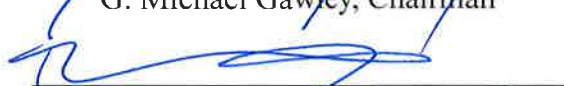
Chairman Gawley called for an Executive Session beginning at 2:10 p.m., expected to last for 10 minutes under RCW [42.30.110 \(1\)\(g\)](#) to review the performance of a public employee. In attendance were: Commissioners Gawley, Chinn and Miano. At 2:20 p.m., Chairman Gawley called the meeting back into Regular session. No action was taken during Executive Session.

ADJOURNMENT


Chair Gawley called for adjournment at 2:22 p.m.




G. Michael Gawley, Chairman



Bill Miano, Commissioner



Steven K Chinn, Vice Chair

Attest: 

Ben Andrews, Fire Chief