



Clallam County Fire District 3

Motto: Serve, Respect, Prevent and Protect

BOARD OF COMMISSIONERS - MEETING MINUTES

February 20, 2024

Chair Nicholas called the Board of Commissioners Meeting for Clallam County Fire District 3 to order at 1:00 p.m. via the Zoom App and in person at 255 Carlsborg Road in Sequim. Present were: Commissioners Jeffrey Nicholas, Michael Mingee, and Bill Miano, Chief Dan Orr, Deputy Chief Tony Hudson, District Secretary Lori Coleman, Finance Manager Alwynn Whitaker and Misty Shaw, Battalion Chief Anderson, Captain Marc Lawson, MSO Kolby Konopaski, Admin Assistant Caity Karapostoles, Maintenance Supervisor Tharin Huisman, FF/PM Bryce McGinley FF/EMT Scott Dickson. Citizens Michael Gawley, Duane Chamlee and Mel Fisher, and Matt Nash.

PUBLIC COMMENT – None

CONSENT AGENDA

- 1.) Regular Meeting Minutes, February 6th, 2024
- 2.) Special Meeting Minutes February 13th, 2024
- 3.) Claims and Payroll –
Accounts Payable Claim check numbers 111790 through 111854 dated February 20th, 2024, totaling \$199,499.07; Payroll EFT's and IRS deposit for Monthly Draw and Volunteer Points dated January 25th, 2024, in the amount of \$52,699.18 and Payroll EFT's and IRS deposit for Monthly Payroll dated February 9th, 2024, in the amount of \$839,592.08 for a disbursement grand total equaling \$1,091,790.33.

Commissioner Miano moved, and Commissioner Mingee seconded to approve the Consent Agenda as presented. **MOTION CARRIED.**

Battalion Chief's Reports – BC Anderson reported:

- Mandatories for January consisted of five (5) captain's shifts.
- The Commissioner's asked that the BC's go back to reporting class per each shift and then a grand total; they like having the ability to see each shift individually.
- The Commissioners asked about Chief Turners ESO ticket and DC Hudson clarified that this is some groundwork that BC Turner is doing before transition Business Inventory information into ESO.

Agenda Bill 1: Landscape Maintenance – Chief Orr reached out to Jamestown regarding their interest in providing lawn services for ST 37. Jamestown informed him that they utilize an external company named Envious Greens. Chief Orr contacted Envious Greens and obtained an initial quote of \$3,240 for mowing and weed whacking for the entire year of 2024. Additionally, bark and landscape maintenance were offered as optional services at an additional cost of \$500 for the year. Commissioner advised Chief Orr to proceed with negotiating a contract for ST 37 lawn maintenance services with Envious Greens for the year 2024. **INFORMATION ONLY, NO ACTION**

REQUESTED.

GOOD OF THE ORDER –

- Spring Newsletter will go out in March.
- Chief Sheri Crain, from the Sequim Police Department, is retiring. A retirement party will be held for her in the Council Chambers on 2/26/2024 at 6:00 pm; Mike Hill will be her replacement.
- Last week the District interviewed over 30 candidates for Firefighter positions; the top 10 will move on to Chiefs Interviews next week.
- The commissioners inquired whether the District has any laptops that are not being used and if so if they could each have one. DC Hudson will investigate this.
- Commissioner Mingee reported that he is going to be the representative for the County’s Advisory Committee. The County Board of Commissioners approved the formation of this committee at today’s meeting.
- Chief Orr is working on the Inspector Position; more information will be forthcoming.
- Commissioners reported that there may be contract work for the shop if they have capacity from neighboring districts; the Board encourages this if possible.
- Commissioner Miano will attend the OMC board meeting this week.
- The Olympic Peninsula Fire Commissioner’s Association will meet next week, they are currently scheduled to meet at the TOC classrooms.
- Commissioner Miano will be gone for both meetings in March.
- Commissioner Nicholas will attend the City Council meeting next Monday.

EXECUTIVE SESSION

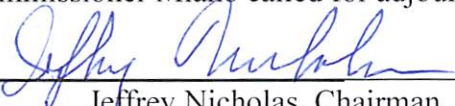
Chairman Nicholas called for an Executive Session beginning at 1:33 p.m., expected to last for twenty (20) minutes under RCW 42.30.110 (c) - To consider the minimum price at which real estate will be offered for sale or lease when public knowledge regarding such consideration would cause a likelihood of decreased price; RCW 42.30.110 (g) - RCW 42.30.110 (g), to review the performance of a public employee. In attendance Commissioners Nicholas, Mingee, Miano, Interim Fire Chief Orr, Deputy Chief Hudson, and District Secretary Lori Coleman. At 1:53 p.m., Chairman Nicholas called the meeting back into Regular Session. No decisions were reached during the Executive Session.

NEXT MEETINGS –

3/5/2024 – Regular Board Meeting

ADJOURNMENT

Commissioner Miano called for adjournment at 1:53 p.m.

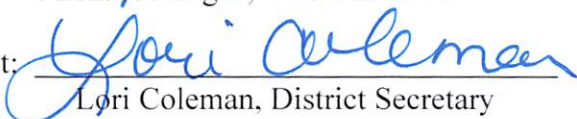


 Jeffrey Nicholas, Chairman



 Michael Mingee, Vice Chairman

 Bill Miano, Commissioner

Attest: 

 Lori Coleman, District Secretary