



Fire Chief Beau Bakken

# MASON COUNTY FIRE DISTRICT 2

P.O. Box 277 • NE 460 Old Belfair Hwy • Belfair, WA 98528

Phone: (360) 275-6711 • Fax: (360) 275-6224

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## Mason County Fire District 2

### Meeting Minutes

1/14/2014

**Present:** Commissioner's McIntosh, Burrus, Blackwell, Quigley, Hamilton, Chief Bakken, Assistant Chief Cooper, District Secretary Katie Patti; Commissioners from District 8 present but in an unofficial capacity: Commissioner's Kewish, Wampold and Voss-Petredis.

The meeting was called to order at 7:13pm.

Meeting minutes from 12/11/2013 were presented for approval.

**Commissioner Quigley moved to approve the minutes as presented; Commissioner Hamilton seconded the motion. Motion carried.**

### NEW BUSINESS

Two Resolutions were presented to the Board for approval. Chief Bakken provided explanation on the Resolutions.

**Resolution 276:** Establishes the regular meeting time, date and location for the Mason County Fire District 2 Board of Commissioners. *(Resolution attached)*

**Commissioner Hamilton moved to approve Resolution 276 as presented; Commissioner Blackwell seconded the motion. Motion carried.**

**Resolution 275:** Authorizes the immediate withdraw of funds held in the following three accounts: Advance Travel Account, Revolving Fund Account and VISA Credit Card account held at Kitsap Bank. In addition, once funds have been withdrawn this resolution authorizes the funds be immediately deposited into the North Mason RFA General Expense Fund and the above referenced accounts closed. *(Resolution attached)*

**Commissioner Burrus moved to approve Resolution 275 as presented; Commissioner Hamilton seconded the motion. Motion carried.**

**TRAUMA VERIFICATION RELINQUISHMENT:** Chief Bakken requested that the Commissioners make a motion to relinquish the Ambulance License for Fire District 2 pending the licensing of the North Mason Regional Fire Authority. A letter addressed to the Department of Health, EMS & Trauma Licensing and Certification was presented for approval. *(Letter attached)*

**Commissioner Blackwell moved to relinquish the trauma verification for District 2; Commissioner Burrus seconded the motion. Motion carried.**

**COMMISSIONER STIPEND CONSIDERATION:**

Chief Bakken asked the Board Members of District 2 to consider waiving their stipend for District 2 Board Meetings. He further noted that with the formation of the North Mason RFA the District 2 Board would rarely be meeting and when they do need to meet it will most likely be for only a few minutes. The Commissioners for the North Mason Regional Fire Authority would still receive a stipend.

**Commissioner Blackwell moved to relinquish the stipend for District 2 Commissioners; Commissioner Burrus seconded the motion. Motion approved.**

**PUBLIC COMMENT:**

Public comment was made by Ken Van Buskirk. He inquired if the Board would be addressing Commissioner Hamilton's resignation during this meeting and the position vacancy in District 2.

Chief Bakken indicated that by law we do need to fill the position that Commissioner Hamilton held on District 2's Board. He further explained that this position would not require a lot of time on the individuals part as there will not be very much business to attend to for Fire District 2. The Commissioner Stipend has been waived so this position would not receive a stipend. Finally, this position would not transfer to the North Mason Regional Fire Authority Board. Commissioner McIntosh provided clarification on the rules regarding vacant positions.

We will open up the application process and complete a review of applicants next month.

Chief Bakken requested Board direction to post the position and appoint a Commissioner for District 2 in February 2014.

**Commissioner Burrus moved to adjourn; Commissioner Hamilton seconded the motion. Motion Carried and the meeting was adjourned at 7:22pm.**

**BOARD FOR VOLUNTEER FIREFIGHTERS**

**Present:** Commissioner McIntosh, Burrus, Blackwell and Assistant Chief Cooper

The meeting was called to order at 7:24pm.

Four Volunteer Physicals totaling \$400.00 were presented for approval for payment.

**Shelby Blackwell moved to approve the volunteer physicals as presented; Commissioner Burrus seconded the motion. Motion approved.**

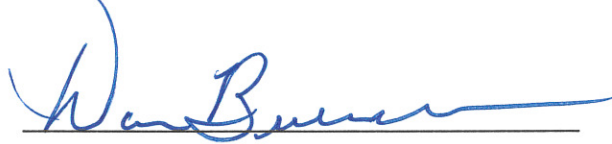
**Shelby Blackwell moved to adjourn; Commissioner Burrus seconded the motion and the meeting was adjourned at 7:25pm.**



Katie Patti – District Secretary



Commissioner Kelley McIntosh



Commissioner Dan Burrus



Commissioner Brooke Quigley



Commissioner Denny Hamilton



Commissioner Shelby Blackwell

FILE COPY



Fire Chief Beau Bakken

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Phone: (360) 275-6711 • Fax: (360) 275-6224

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January 7, 2014

Michael Routley  
Department of Health  
EMS & Trauma  
Licensing & Certification  
Office of Community Health Systems  
243 Israel RD SE  
Olympia, WA 98504.7853

RE: Ambulance License

Dear Mr. Routley,

We the board of commissioners for Mason County Fire District 2 are relinquishing our ambulance license pending the licensing of the North Mason Regional Fire Authority. The Fire Authority will be conducting EMS operations for our response area and our fire district will eventually be dissolved.

Should you have any questions, please feel free to contact us.

Respectfully,



Board of Commissioners

Mason County Fire District 2

**MASON COUNTY FIRE PROTECTION DISTRICT NO. 2  
RESOLUTION NO. 276**

**ESTABLISHMENT OF REGULAR MEETING TIME, DATE AND LOCATION  
FOR THE MASON COUNTY FIRE DISTRICT 2 BOARD OF FIRE  
COMMISSIONERS**

**WHEREAS;** The voters of Mason County Fire District 2 and Mason County Fire District 8 approved the formation of the North Mason Regional Fire Authority (NMRFA) at the November 2013 general election

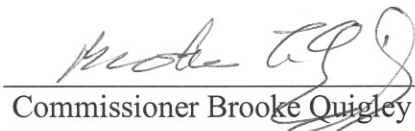
**WHEREAS;** The NMRFA was formed on January 1<sup>st</sup> 2014

**WHEREAS;** RCW 52.14.090 requires the District to establish a regular meeting time, date and location, by resolution, for the Mason County Fire District 2 Board of Fire Commissioner Meetings.

**RESOLUTION;** NOW THEREFORE, BE IT RESOLVED, the Board of Fire Commissioners of Mason County Fire Protection District No. 2 will hold its regular meetings of the Board of Fire Commissioners on the second Tuesday of every month at 5 PM at 460 NE Old Belfair Highway, Belfair Washington, 98528.

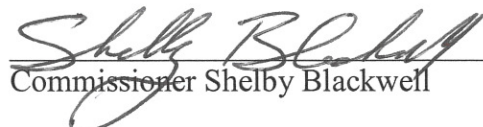
**ADOPTION;** Adopted at a regular meeting of the Board of Commissioners of Mason County Fire Protection District No. 2 on January 14th 2014, with the following Commissioners being present and voting.

  
Commissioner Kelley McIntosh

  
Commissioner Brooke Quigley

  
Commissioner Dan Burrus

  
Commissioner Dennis Hamilton

  
Commissioner Shelby Blackwell

**MASON COUNTY FIRE PROTECTION DISTRICT NO. 2  
RESOLUTION NO. 275**

**AUTHORIZATION TO WITHDRAW ALL FUNDS AND IMMEDIATELY  
CLOSE ADVANCED TRAVEL, REVOLVING AND VISA CREDIT ACCOUNTS  
WITH KITSAP BANK**

**WHEREAS;** The District maintains advanced travel, revolving and VISA credit card accounts with Kitsap Bank

**WHEREAS;** The voters of Mason County Fire District 2 and Mason County Fire District 8 approved the formation of the North Mason Regional Fire Authority at the November 2013 general election

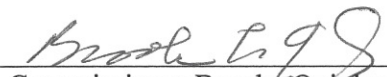
**WHEREAS;** The NMRFA was formed on January 1<sup>st</sup> 2014

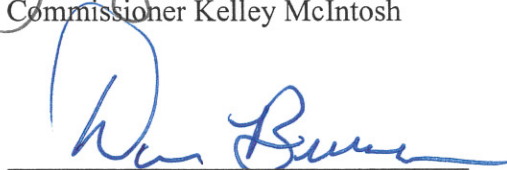
**WHEREAS;** Mason County Fire Protection District No. 2 no longer has need for an advanced travel, revolving or VISA credit card account.

**RESOLUTION;** NOW THEREFORE, BE IT RESOLVED, the Board of Fire Commissioners of Mason County Fire Protection District No. 2 hereby authorizes the immediate withdrawal of all funds in the Districts advanced travel, revolving and VISA credit card accounts as well as the immediate closure of all three accounts. All withdrawn funds shall be receipted and deposited in the North Mason Regional Fire Authority general expense fund.

**ADOPTION;** Adopted at a regular meeting of the Board of Commissioners of Mason County Fire Protection District No. 2 on January 14th 2014, with the following Commissioners being present and voting.

  
\_\_\_\_\_  
Commissioner Kelley McIntosh

  
\_\_\_\_\_  
Commissioner Brooke Quigley

  
\_\_\_\_\_  
Commissioner Dan Burrus

\_\_\_\_\_  
Commissioner Dennis Hamilton

  
\_\_\_\_\_  
Commissioner Shelby Blackwell