



North Mason Fire



North Mason Regional Fire Authority (NMRFA)

Meeting Minutes

460 NE Old Belfair Hwy

3/10/2015

Present: Commissioners Kewish, McIntosh, Quigley, Voss-Petredis, Wampold; Fire Chief Bakken, Assistant Chief Cooper, Authority Secretary Patti

Excused: Commissioner Wampold

Guests: Herb Gearhardt

The meeting was called to order at 5:04pm and opened with the Pledge of Allegiance.

The meeting minutes from February 10th and February 17th were presented for approval.

Commissioner Quigley moved to approve the meeting minutes as presented. Commissioner Kewish seconded the motion. Motion carried.

Commissioner Quigley remarked that she liked the format of the March 10th meeting minutes, in particular the formatting of the public comments section.

Vouchers #1503001 to #1503090 for the month of March in the amount of \$262,235.57 were presented for approval.

Commissioner Quigley inquired about the various Bank of America vouchers. Chief Bakken reported one is the direct deposit for payroll and the other is for the payroll taxes.

Commissioner Quigley also inquired about the MACECOM voucher. Chief Bakken explained this is our quarterly amount that we pay to MACECOM for dispatch services. He further explained there is a price per call that we are assessed and explained the fees and the averaging formula.

Shorebrook Water and Meter Install: Chief Bakken reported we received an invoice for the annual water fee for the store and Station 81 in the amount of \$600. In addition to the invoice, we received a bill for the install of water meters. We vouchered the \$600 but have not vouchered the cost for the meters as we cannot pay for goods prior to receiving them. Chief Bakken drafted a letter to Shorebrook advising them of this.

It was brought to Chief Bakken's attention by Commissioner Voss-Petredis and Kewish that we (District 8 and then the RFA upon formation) have an agreement for services with Shorebrook. This agreement allows for Shorebrook to hold their meetings in the Fire Hall in Tahuya and we would not be charged for water service. To our knowledge this agreement is still in effect. With this news Chief Bakken asked that we hold the check for Shorebrook until he has an opportunity to speak with them regarding this. This may result in us needing to void the warrant.

Public Comment: Herb Gearhardt recommended that we explore the agreement and the laws to ensure we are in compliance.

Commissioner Voss-Petredis moved to approve Vouchers #1503001 to #1503090 in the amount of \$262,235.57 as presented. Commissioner Quigley seconded the motion. Motion carried.

FINANCIAL REPORT: Finances will be reviewed at next week's meeting in Tahuya.

ADMINISTRATION REPORT:

State Auditor – Transparency Training Session 3/24/15: Transparency training is being offered by the State Auditor's office. If any of the Commissioners are interested in attending please contact Katie Patti or Chief Bakken.

Easter Breakfast Preparation (Tahuya): The breakfast will begin at 8am and last until 11am at Station 81 in Tahuya. Everyone is welcome!

Water Meter Installation at Sta 81 and former store: See information under voucher approval above.

OLD BUSINESS:

RFA Merger Process and Committee Setup:

Chief Bakken provided an update on the RFA merger to date. He reported that since the Joint meeting in February with the exception of financial model planning, very little has been accomplished. He had hoped we would be farther along in the process. He also expressed concern that there is a tight timeline that Central Mason is under financially and we have to be mindful of that moving forward. Chief Bakken met with and provided an update on the process with all three RFA shifts and administrative staff. He stressed the importance for communication and transparency. Chief Bakken reported the Steering Committee has been established and will meet on Friday the 13th at Station 21.

Public Comment:

Herb Gearhardt: He commented that Central Mason is filled with financial issues that he as taxpayer believes we (RFA) should not take on that debt. He recommended they pass a bond to pay off the debt prior to a merge since legally the bond would not be transferrable to the RFA and only then, should we join agencies.

Chief Bakken noted that he has prepared several financial models over the next seven years. We have the ability to separate out funds and we plan on doing so to ensure we are not taking on their debt. He is confident if Central Mason changes management practices they have the ability to get to a positive cash flow. He expressed concerns with going out for a bond without changing administrative financial practices.

Herb also recommended that the North Mason RFA voters be included in an advisory vote when this goes to ballot so their voice can be heard.

MCFD8 Audit Report Distribution: Chief verified that all the Commissioners have received a copy of the D8 audit. There was no further discussion.

Seating of the Board: Chief Bakken reviewed the seating arrangement in the Service Plan. As it reads the five commissioners are seated by whoever was most recently elected. Therefore, the seating is as follows: Commissioners McIntosh, Quigley and then Kewish, Commissioner Voss-Petredis and Wampold's positions are up for election in 2015. Commissioner McIntosh gave a reminder for the Commissioners to complete their PDC reporting for the year. This is due by April 15th.

Station 22- Chief Bakken reviewed the Lease agreement for the Station. It will go before the Mason County Commissioners for review.

NEW BUSINESS:

Interlocal Agreement with Clallam Fire Dist. #2: Clallam Fire District would like to enter into an ILA to use our bid to purchase the same gear as us.

Commissioner Voss-Petredis made a motion to approve the ILA as presented; Commissioner Kewish seconded the motion. Motion carried.

Ambulance Surplus Request: Chief Cooper requests that we surplus the 1992 - F350 Ambulance from the Tahuya fleet. It was not technically in service when we acquired it. It does have a new motor that has some value. He believes we can get \$5k for the motor. He also indicated it would not be replaced at this time.

Commissioner Quigley moved to surplus the 1992 F350 ambulance as presented; Commissioner Kewish seconded the motion. Motion carried.

Kitsap Revolving and Travel Checking Accounts: With the resignation of Commissioner Shelby Blackwell, also a signer on both accounts we feel it necessary to replace him. We would like Commissioner McIntosh to be added in his place.

Commissioner Voss-Petredis made a motion to add Commissioner McIntosh as a signer to the Travel and Revolving Checking Accounts held at Kitsap Bank; Commissioner Kewish seconded the motion. Motion carried.

Public Comment: Herb Gearhardt advised the Commissioner and Chief to not rush the merger with Central Mason.

Good of the Order: Happy birthday to Commissioner Quigley tomorrow!

Commissioner McIntosh moved to adjourn the meeting; Commissioner Quigley seconded the motion. Motion carried. The meeting was adjourned at 6:11pm.

BOARD FOR VOLUNTEER FIREFIGHTERS:

Present: Commissioner McIntosh, Assistant Chief Cooper, Volunteer Stephanie Criess, Chief Bakken, Authority Secretary Patti

The meeting was called to order at 6:12pm.

Volunteer Physical: One volunteer physical invoice was presented for approval.

Stephanie Criess motioned to approve the volunteer physical as presented; Assistant Chief Cooper seconded the motion. Motion carried.

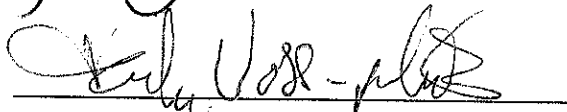
Assistant Chief Cooper moved to adjourn the meeting; Stephanie Criess seconded the motion and the meeting was adjourned at 6:13pm.



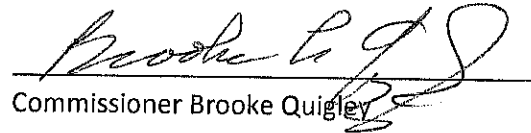
Authority Secretary Katie Patti



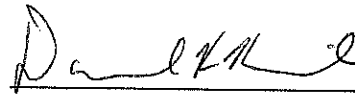
Commissioner Kelley McIntosh



Commissioner Bev Voss-Petredis



Commissioner Brooke Quigley



Commissioner Daniel Kewish

Commissioner Thomas Wampold