



Jefferson County Fire Protection District No. 2

Commissioner Art Frank
Board Chair

Commissioner Melody Bacchus
Commissioner Marcia Kelbon

P.O. Box 433, Quilcene, WA 98376 ■ 360-765-3333

MINUTES of the REGULAR MEETING of the BOARD OF FIRE COMMISSIONERS held at BOB WILSON STATION 21 in QUILCENE, WA on October 21, 2024

ATTENDANCE:

Commissioner/Chair Frank
Commissioner Bacchus
Commissioner Kelbon
Secretary Rewitzer
Chief McKern
Capt. McCrehin

Lt. Winn
Deputy Chief D. Svetich, Ret.
Volunteer Grooms
Volunteer Neuenschwander
Volunteer Kinser
Volunteer John Hansen

CALL TO ORDER:

Commissioner Frank called the meeting to order at 7:00 p.m.

PLEDGE OF ALLEGIANCE:

Lt. Winn led the pledge.

PUBLIC COMMENTS:

No comments received.

APPROVAL OF AGENDA:

Commissioner Frank moved, Commissioner Bacchus seconded, to approve the agenda. Motion carried unanimously.

APPROVAL OF CONSENT AGENDA:

The Board received the following items in advance for review. Commissioner Frank moved, Commissioner Bacchus seconded, to approve the consent agenda. Motion carried unanimously.

1. **September 16, 2024 Regular Meeting minutes**
2. **October 21, 2024 Vouchers of \$129,719.14**

REPORTS:

The Board received the Monthly Fire Chiefs Report, Treasurer's Report, and Budget Position Report in advance for review. In addition:

- Chief McKern announced Olympic Community of Health (OCH) awarded funding to support the CARES program. Commissioner Frank moved, Commissioner Kelbon seconded, to allow commissioners 48 hours to review the award contract, and authorized Chief McKern to sign the contract if commissioners expressed no concerns. Motion carried unanimously.
- Chief McKern introduced a new volunteer, John Hansen, who will be serving the District from Station 22; reported the District was not awarded federal AFG or SAFER funding this cycle; reviewed materials for member awareness of DCFY reporting procedures; and discussed potential options for the old Coyle brush truck.
- Secretary Rewitzer discussed implementation of a new overtime authorization process; related DOH's ongoing reviews of GEMT cost reports; and reported a correction by the County Treasurer that resulted in additional Leasehold Excise Tax revenue.

CORRESPONDENCE:

No correspondence received.

UNFINISHED BUSINESS:

- 1. **DNR Trust Lands** – Discussion involved the Dabob NRCA agenda item from a recent BOCC meeting and the financial implications for the District due to lost timber harvest revenues. Continued discussion of the Timber Revenue Advisory Committee model used in Clallam County; Don Svetich will reach out to Clallam County for more details.

NEW BUSINESS:

- 1. **2025 Budget (Preliminary)** – Secretary Rewitzer presented a preliminary budget for review. Discussion involved future capital expenses and the need for an updated strategic plan. Chief McKern will have a comprehensive apparatus plan completed by early 2025. A draft budget will be prepared for a budget hearing to occur in conjunction with the next regular meeting on November 18, 2024.

EXECUTIVE SESSION:

Commissioner Frank called a 10-minute Executive Session at 8:01 p.m. per RCW 42.30.140(4)(b) to review proposals made in negotiations and plan or adopt the strategy or position to be taken during collective bargaining proceedings. The regular meeting was called back to order at 8:11 p.m.

GOOD OF THE ORDER:

Volunteer Grooms reported working with the local letter carrier to count active households in the Coyle community. Commissioner Frank requested the holiday party be coordinated so members could enjoy themselves without having to work at the party.

ADJOURNMENT:

The meeting adjourned at 8:14 p.m.

ATTACHMENTS:

- General Certificate for Claims:** 10/4/2024 Payroll Check Register
10/21/2024 Claims Check Register
- Reports:** September 2024 Monthly Fire Chief’s Report
September 2024 Treasurer’s Report

APPROVED this _____ day of _____, 20____ by the Board of Fire Commissioners of Jefferson County Fire Protection District No. 2, then signed by those members present at the meeting:

BOARD OF FIRE COMMISSIONERS
JEFFERSON CO. FIRE PROTECTION DIST. #2

ART FRANK, Commissioner/Chair

ATTEST:

MELODY BACCHUS, Commissioner

ROBERT REWITZER, District Secretary

MARCIA KELBON, Commissioner