



CLALLAM 2 FIRE-RESCUE

P.O. Box 1391, Port Angeles, WA 98362 • 360-457-2550 • www.clallamfire2.org

Jake Patterson
Fire Chief

Keith Cortner
Commissioner

Steve Hopf
Commissioner

Dan Huff
Commissioner

Pension & Relief Meeting Minutes

Tuesday, April 21, 2026 at 10 AM
1212 E First Street, Port Angeles, WA 98362

Present:

Keith C. Cortner, Chairman
Dan A. Huff, Vice Chair
Steven G. Hopf, Commissioner
Jake Patterson, Fire Chief
Heather Catuzo, Board Secretary

Absent:

Kevin Denton, Deputy Fire Chief
Paul Howard, Volunteer Representative

Guests:

Paula Hunt, Peninsula Daily News

Call to Order of Pension and Relief Board

Chairman Cortner called the meeting to order at 10:00 AM.

Pledge of Allegiance

Chairman Cortner led the pledge of allegiance.

Consent Agenda:

1. March 17, 2026 Pension & Relief Meeting Minutes

Board Action: Commissioner Hopf made a motion to accept the consent agenda. Commissioner Huff provided a second to the motion, and with no discussion, the motion carried unanimously.

Unfinished Business: None

New Business:

1. Volunteer Injuries: None

Good of the order: Chief Patterson shared Paul Howard's report on the Mount Pleasant community group meeting.

Adjournment

With no further business to be conducted, Commissioner Huff made a motion to adjourn. Commissioner Hopf provided a second to the motion, and with no discussion, the motion carried unanimously. Chairman Cortner adjourned the meeting at 10:03 AM.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Keith C. Cortner", is written over a horizontal line.

Keith C. Cortner, Chairman

A handwritten signature in blue ink, appearing to read "Heather Catuzo", is written over a horizontal line.

Heather Catuzo, Board Secretary



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Absent:

Kevin Denton, Deputy Fire Chief
Paul Howard, Volunteer Representative

Guests:

Paula Hunt, Peninsula Daily News

Call to Order of Regular Commission Meeting

Chairman Cortner called the meeting to order at 10:03 AM.

Consent Agenda:

1. March 17, 2026 Regular Meeting Minutes
2. April 14, 2026 Work Session Meeting Minutes
3. April 6, 2026 payroll in the amount of \$125,710.76
4. April 21, 2026 payroll in the amount of \$54,439.92
5. Q1 2026 volunteer stipends in the amount of \$15,915.00
6. Voucher approval in the amount of \$120,418.14

Board Action: Commissioner Huff made a motion to accept the consent agenda. Commissioner Hopf provided a second to the motion, and with no discussion, the motion carried unanimously.

Public Comments: None offered

Chief's Report

Chief Patterson discussed March activities. He stated the district is starting to see an uptick in mutual aid calls for Olympic National Park.

Olympic Ambulance did not meet its contractual obligations in March. A meeting is set with Chief Patterson and Commissioner Huff to discuss with Olympic Ambulance owners.

Chief Patterson discussed the PENCOM advisory board items including a consideration to raise sales tax to fund dispatch services in the county.

Chief Patterson provided an update on the modular home project at Station 22 and the housing update at Mount Pleasant.

Repairs to one of the HME engines was forecasted. Once the estimate has been provided, the board will be notified.

Commissioner Reports

Commissioner Huff provided an overview of the Revenue Advisory Committee meeting. Commissioners discussed signing on to an amicus brief for a lawsuit regarding stream buffers. Due to the potential costs to the District, the Board has opted out at this time. Timber sales and revenue were also discussed.

Unfinished Business:

1. Memorandum of Understanding with IAFF 5177 regarding part-time firefighter program: Discuss and take action

After clarifying sick leave provisions in the MOU, the Board accepted the agreement.

Board Action: Commissioner Huff made a motion to accept the memorandum of understanding. Commissioner Hopf provided a second to the motion, and with no discussion, the motion carried unanimously.

Chief Patterson shared that Local IAFF 5177 has merged with Local 656—Port Angeles Fire. The Board discussed how that might affect union negotiations in the future.

2. Rosenbauer Engine Financing: Discuss and take action

Chief Patterson provided the Board with multiple options to pay for the new fire engine including, a local program with no early payoffs but a low interest rate, financing through Community Leasing, currently at 4.9 percent but allows an early pay-off, or paying for the engine with funds from the fleet and equipment replacement fund leaving the account with a near-zero balance. The Board narrowed the options to financing with the ability to pay off early or paying in full. A decision will be made later in the year.

3. Chief Evaluation: Discussion

A special meeting for an executive session to work on Chief Patterson's annual review has been set for May 12, 2026 at 10 AM.

New Business:

1. Resolution 2026-02 and Resolution 2026-03 EMS Levy: Discuss and take action

Board Action: Commissioner Huff made a motion to accept Resolutions 2026-02 and 2026-03. Commissioner Hopf provided a second to the motion, and with no discussion, the motion carried unanimously.

2. 2026 Budget Amendment Proposal: Discussion

A budget amendment was requested by staff to better reflect 2026 revenue and expenses. After discussion, a resolution for an amendment will be presented to the Board for consideration in May.

3. Timber Revenue: Discussion

Timber revenue was discussed as part of the Commissioners reports. Chairman Cortner suggested a news article in the future discussing impacts of timber revenue on the District.

4. Resolution 2026-04 Surplus Apparatus: Discuss and take action

Board Action: Commissioner Huff made a motion to accept Resolution 2026-04. Commissioner Hopf provided a second to the motion, and with no discussion, the motion carried unanimously.

5. Mt Pleasant Property Signage: Discuss and take action

The Board requested changes to the proposed signage including the language "Future Fire Station". A new draft will be presented to the Board for consideration in May.

Correspondence:

1. Dry Creek Water Association Letter
2. District Dispatch

Announcements:

Administration:

1. Chief time cards: Chairman signature

Adjournment

With no further business to be conducted, Commissioner Hopf made a motion to adjourn. Commissioner Huff provided a second to the motion, and with no discussion, the motion carried unanimously. Chairman Cortner adjourned the meeting at 12:14 PM.

Respectfully Submitted,

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Keith C. Cortner, Chairman

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Heather Catuzo, Board Secretary