



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, May 21, 2024 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

Paul Howard, Volunteer Representative

Guests:

Brenden Feist of General Fire
Steve Wickwire of General Fire

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. April 16, 2024 Pension & Relief Meeting Minutes

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.

Unfinished Business: None

New Business:

1. Volunteer Injuries: None

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 10:02 AM.

Respectfully Submitted,



Keith C. Cortner, Chairman



Heather Catuzo, Board Secretary



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Meeting Minutes

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Guests:

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Call to Order of Regular Commission Meeting

Chairman Cortner called the meeting to order at 10:02 AM.

Consent Agenda:

1. April 16, 2024 Regular Meeting Minutes
2. Voucher approval in the amount of \$119,792.69
3. April 1-15, 2024 payroll in the amount of \$39,094.74
4. April 16-30, 2024 payroll in the amount of \$55,637.04
5. May 1-15, 2024 payroll in the amount of \$43,672.72

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.

The order of the agenda items was changed to allow General Fire representatives to speak first. Other agenda items were discussed out of order.

The Board and General Fire representative discussed the lack of communication regarding the engine and tender builds. A letter outlining the Board's concerns will also be mailed.

Chief's Report

Chief Patterson discussed April revenue with the first 2024 property tax receipts as expected. Fatality fires were discussed, one in Fire District 4, and one in Fire District 2. Other major calls were also discussed including the McKinley Paper Mill fire and the COHO ferry fire. District training was discussed. Several volunteers have also been hired by local fire districts.

Commissioner Reports

Commissioner Hopf congratulated Captain Ian Brueckner for being celebrated for Officer of the Year by the International Footprint Association.

Commissioner Huff discussed the Revenue Advisory Committee (RAC) meeting. The timber sales were an important topic. Commissioner Huff stated the need to attend other agency meetings, especially when they affect the District.

Chairman Cortner discussed the Clallam Fire Commissioners Association. A representative from the City of Port Angeles has been trying to participate as well.

Unfinished Business:

1. General Fire Meeting: Discussion

The discussion with General Fire representatives was moved to the first order of business after the consent agenda approval.

2. Review Forms: Discussion

The Board discussed several examples of review forms used by other agencies. The Board agreed that none of the forms met the needs of the District. A work session to review forms and discuss what would be evaluated, and how, was set up for Wednesday, June 5, 2024 at 1 PM.

3. Mt. Pleasant Road Property Use: Discussion

Chief Patterson researched lease management companies and presented the findings to the Board. In-District uses were discussed including furnishing the house for sleeping quarters, auxiliary classroom for trainings, and storage. After discussion the Board agreed to keeping the building available for District use.

New Business:

1. Apparatus Replacement and Refurbishment: Discussion

The Board discussed replacement versus refurbishment for the District fleet. The Board requested that the HME engines be evaluated for refurbishment. Financing options,

including leasing fire engines, was also discussed in response to the rising costs of purchasing apparatus.

2. Resolution 2024-08 Emergency Medical Services Week: Discuss and take action

After discussion, the resolution was changed to a proclamation.

Board Action: Commissioner Huff made a motion to approve Proclamation 2024-01 recognizing EMS Week. Commissioner Hopf provided a second to the motion and with no further discussion, the motion carried unanimously.

Public Comments: None offered

Correspondence:

1. Rosenbauer Letter: Board signatures

The letter was revised with Board input and signed.

Announcements:

Upcoming employee and Commissioner absences were discussed.

Administration:

1. Chief time cards: Chairman signature


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 12:45 PM.

Respectfully Submitted,



Keith C. Cortner, Chairman



Heather Catuzo, Board Secretary