



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 March 18, 2024

ATTENDANCE:

Commissioner/Chair Frank
Commissioner Bacchus
Commissioner Kelbon
Secretary Rewitzer
Chief McKern
Exec. Assistant Neuenschwander

Lt. Singleton
Temp Firefighter Heggie
Volunteer Grooms
Volunteer D. Svetich (Zoom)
Volunteer Palmer
Keith Stansbury, Volunteer Candidate
Luke Miller, Volunteer Candidate

CALL TO ORDER:

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

PLEDGE OF ALLEGIANCE:

Volunteer Grooms led the pledge.

VOLUNTEER FIREFIGHTERS RELIEF & PENSION BOARD BUSINESS:

Commissioners reviewed the applications of Keith Stansbury and Luke Miller to become volunteer members. Mr. Stansbury and Mr. Miller both introduced themselves to the Board and Chief McKern spoke on their behalf. Commissioner Frank moved to accept Mr. Stansbury and Mr. Miller as volunteers and add them to the rolls. Commissioner Kelbon seconded. The motion carried unanimously.

PUBLIC COMMENTS:

No comments.

APPROVAL OF AGENDA:

Commissioner Frank moved to accept the agenda with the addition of item **1. Levy Lid Lift** under NEW BUSINESS. Commissioner Bacchus seconded. The motion carried unanimously.

APPROVAL OF CONSENT AGENDA:

Items listed below were distributed to the Board in advance for review and enactment in one motion. Commissioner Kelbon moved to approve the Consent Agenda. Commissioner Frank seconded. The motion carried unanimously.

- 1. Approval of February 12, 2024 Regular Meeting Minutes**
- 2. Approval of March 18, 2024 Vouchers in the Amount of \$83,981.35**

REPORTS:

Commissioners were provided with the Monthly Fire Chiefs Report, Treasurer's Report, Budget Position Report, and District Secretary's Report. In addition:

- Chief McKern and Volunteer D. Svetich reported on the status of the county-wide Community Wildfire Protection Plan (CWPP). Fire District 4 officials will attend the next Board meeting on April 15th to participate in a joint discussion of CWPP.
- Chief McKern reported on the upcoming WSRB evaluation (April 24th).

- Lt. Singleton reported on the upcoming Wildland Refresher (April 13th) and the DNR Phase I grant.
- Commissioners reviewed financial reports. Secretary Rewitzer reported the Assistance to Firefighters Grant (AFG) application was submitted. The application seeks funding for source capture exhaust systems for Stations 21 and 22.
- Commissioner Kelbon reported on a Clallam County advisory group formed with representatives from the junior taxing districts to advise county commissioners on issues (such as timber trust lands) that affect the districts. Commissioners discussed how the concept could be applied in Jefferson County. Commissioners will continue the discussion with Fire District 4 officials at the next meeting.
- Commissioner Frank reported concerns with out-of-district response to assist neighboring agencies. He would like an agreement developed with guidelines regarding the assessment of needs and returning resources to the District. To be added as an item of New Business for the next meeting.

CORRESPONDENCE

Email received hours before the meeting, from Jefferson County PUD regarding the tabled PUD Easement Request (previous Unfinished Business). To be held over for review at the next meeting.

UNFINISHED BUSINESS:

1. **DNR Trust Lands** – Commissioners discussed this item during REPORTS. Commissioner Kelbon added that she has not been able to obtain information from the DNR regarding timber age in trust land parcels.

NEW BUSINESS:

1. **Levy Lid Lift** – Commissioners discussed District finances and whether a levy lid lift should be pursued. Commissioners agreed that the coming election cycle may not be the best timing for a lid lift and any effort must be supported by solid data demonstrating the financial need. Commissioners commented that the original EMS levy campaign involved a grassroots effort. Commissioners would like the strategic plan reviewed and updated as a step toward clarifying current and future financial needs. Discussion to be continued at next meeting.

SEMINARS/CONFERENCES/SPECIAL EVENTS:

The annual Pancake Breakfast and Easter Egg Hunt will take place on March 30th at the Masonic Hall. The Quilcene Lions Club is helping to support the event.

GOOD OF THE ORDER:

Chief McKern attended a community meeting (just before the Board meeting) hosted by Jefferson County Public Health regarding health needs in the south county area.

The next Board meeting will be on April 15, 2024 at 9:00 a.m.

ADJOURNMENT:

The meeting was adjourned at 7:59 p.m.

ATTACHMENTS:

General Certificate for Claims: 3/5/2024 Payroll Check Register.
3/18/2024 Claims Check Register.

Reports: February 2024 Monthly Fire Chief’s Report
February 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

DRAFT