

Pend Oreille County Fire Protection District No. 2
Minutes of the Regular Meeting of the
Board of Commissioners on February 25, 2008

Meeting called to order by Chairman Rick Stone at 10:00 at the Administrative Office. Present were: Commissioners Durand, Norton and Stone, Chief Pollock, Deputy Chief Doughty and Administrative Assistant Rumelhart.

Approval of Agenda:

- **Commissioner Norton moved to approve the agenda with the addition, after new business, of an Executive Session to review the performance of a public employee. Commissioner Durand seconded the motion. The motion passed 3-0.**

Guests or Public Appearances:

- None.

Payment of Bills:

- The outstanding bills were reviewed and discussed. There appears to be an error with the General Fire invoices being paid with voucher GF08-035, so the voucher was removed from the approval list. Deputy Chief Doughty will contact General Fire to resolve the error. **Commissioner Norton moved that the following vouchers be approved for payment:**

General Fund (646-002-010)

Voucher numbers: GF08-033, GF08-034 and GF08-036 through GF08-039, totaling \$741.72.

Rescue Fund (646-002-020)

Voucher numbers: RF08-060 through RF08-066, totaling \$8,998.34.

Commissioner Durand seconded the motion. The motion passed 3-0.

Correspondence:

- A letter was received from the Town of Metaline Falls stating that the County should be contacted in regards to changing the name of A and B Streets. After a discussion it was decided not to pursue the name change with the County and to remind the EMTs to verify they are responding to the correct address.
- The State Auditor's office sent a letter detailing new auditing standards regarding communications.

Reports:

- Administrative Assistant
 - Current fund balances were given.
- Commissioner Stone
 - Station 23 (Tiger) – Still waiting on the weather. Commissioner Stone will contact the PUD to find out what happened to the yard light that was ordered.
 - A discussion was held on the new physical therapy office at the intersection of SR20 and SR 31. Chief Pollock will contact Jim Marthaller, Pend Oreille County Planning Director, to find out how the office passed the final inspection without an address sign and also find out the status of the above ground fuel tank located on the property.
 - A discussion was held on the County not enforcing the fire code and whether or not the Fire District can be more restrictive than the County and if the Fire District can enforce the fire code. Commissioner Stone will research the issue and report back.
- Commissioner Durand
 - Nothing to report.
- Commissioner Norton
 - On Friday February 15th Commissioner Norton received a call from Rick Rose of the USDA, wanting to set up a meeting to discuss the problems the Fire District had with the USDA loan process. Commissioner Norton informed Mr. Rose that there would be no point in meeting until the USDA could provide a guaranteed written list of every step needed between now and the awarding of the funds. As of this morning no response had been received. Commissioner Norton will wait another week and if there is

still no response then he will send a letter to Mr. Rose's supervisor. Commissioner Norton will also forward the original letter stating the USDA problems to Shelly Short, who works for State Representative Kretz.

- The bonding attorney has not yet submitted a bill.
- A discussion was held on the 2008 internal budget. Due to the number of funding changes since last August when the budget was written, it was decided to review and update the internal budget at the next meeting.
- Chief Report
 - Station 22 – nothing new to report.
 - The fuel cards are now working.
 - There is a shortage of parking spaces at station 24. Commissioner Stone will talk with Arlen Baker, the County road crew supervisor, for some solutions.
 - Surplus vehicles and the rented space on Mathews Avenue were discussed. Also discussed was an offer by the Kalispell Tribe to donate a 2001 Dodge Durango to the Fire District for use by the paramedic. **Commissioner Stone moved to declare Rescue 24, a 1986 Chevrolet Blazer (VIN 1G8ED18JXGF208062), and Engine 24, a 1967 American LaFrance Fire Engine (VIN 21674), surplus. Commissioner Stone further moved that the Fire District accept the donation of the 2001 Dodge Durango. Commissioner Durand seconded the motions. The motions passed 3-0.** Chief Pollock will work on the appropriate disposal of the vehicles.
 - Chief Pollock will work toward moving out everything out of the rented space on Mathews Avenue by the end of March.
- Deputy Chief of Operations Doughty
 - AFG Grants – The new fire engine should arrive in the end of May. Deputy Chief Doughty and Commissioner Norton will fly out to the factory in April to do the final build inspection.
 - Non Emergency Vehicle Transport Forms – Still working on getting a copy of AMR's form.

Old Business:

- Firefighter Point System – Tabled.
- Emergency Vehicle Operations Policy – Tabled.

New Business:

- None

Executive Session:

- From 12:07 to 12:17 an executive session was held to review the performance of a public employee. After the executive session it was announced that the Administrative Assistant will refocus on ambulance billing, the office may be shut down one day per week to allow for this and the EMTs will be retrained on the proper completion of run sheets.

The meeting was adjourned at 12:33. The next regular meeting will be at 10:00 AM on Monday March 10th at the Administrative Office.

/s/ John Rumelhart, Clerk of the Board