

DRAFT

February 8, 1994

The Regular meeting of Jefferson County Fire District No.3 Commissioners was called to order at 8:14 PM by Chairman Parker. (Meeting late due to election polls being held at fire station.)

Persons present were Chairman Parker, Commissioners Morrison, Raudebaugh, and Stowe. Also present to cover Chief's Report FF Ben Andrews. (Also see attached attendance sheet for public attendance).

Minutes not ready for approval at this time for regular meeting of January 11, 1994 and Commissioner Stowe did not receive minutes of Commissioner workshop from January 25, 1994 as other Commissioners did - no vote of approval was taken on these, at this time.

Financial Report: Raudebaugh reported that the financial report from the County has not yet been received, but did account for the \$35,000.00 spent on the Quick Response Vehicle down payment since the last financial report in January. No financial report on the Community Hall either.

The vouchers were approved after questions from the public about the Blanket Voucher Approval form. This form is very confusing and deceiving to the public as well as the Board of Commissioners and it was suggested that the District contact "Sunpro", (the program administrators) to see if this portion of the program could be modified. It was explained that the Blanket Voucher Form is only for the convenience of signing and approving the vouchers by the Commissioners and gives the County Auditor a list of Vendors and amounts that there should be vouchers for when processing that month. The description should be on the voucher along with the invoice or statement backups as required by the Auditor (County and State.) It was further noted that it is not a problem for the public to request looking at the actual voucher they have a question about in order to save on confusion and mistrust by the public. Motion was made to approve vouchers by Commissioner Morrison and Second by Commissioner Raudebaugh, motion passed.

Public Presentations: Mike McClure requested time on the agenda to discuss and get a decision on whether the Commissioners plan to build a new station or not? The Commissioners stated they realize the need for a new station but the money is not there at this time, and the time frame could be 5 to 15 yrs. Mike McClure asked if the station should be inadequately equipped? The answer was no. Commissioner Raudebaugh noted that Chief DeWitt has shown the Commissioners a picture of a 1979 engine (with the minimum bid set at \$15,000) to replace the engine at station 32.

Page 2
February 8, 1994
JCFD #3 Commissioners

McClure stated we would be replacing "Junk with Junk" as we would be replacing a 30 year old truck with a 15 year old truck that is past the normal life span for an engine and has had some major work done to it. Parker and Stowe both noted that the committee is working on the issue of the new fire station (Public Safety House). Commissioner Stowe asked if it wouldn't be better to replace the engine with something newer. FF Andrews personal opinion is yes.

FF/Andrews noted that there are different options when purchasing a new engine; one is a stock engine "off the shelf so to speak". These are attainable at \$120,000.00 to \$190,000.00 on an annual lease payment type financing. After much discussion on this matter Commissioner Morrison suggested that a committee be formed and made up of Firefighters, Captains, and the Chief to go through the existing equipment and vehicle and find out what is needed and then look into finding such equipment and vehicle and bring a proposal not options to the Board at that time.

FF Ben Andrews reported that the District Newsletter should be mailed out next week.

Chief's Report: FF Andrews went over Chief DeWitt's written report (Chief DeWitt unable to attend meeting due to EMT Test). A copy of this report is attached.

There is a problem with the recycling bin at station #33 not getting picked up enough. There have been numerous times that the bins are full so paper is getting left outside the bin which ends up blown all over the area. They are leaving garbage there also or using the fire department dumpster. Chief DeWitt would like the Board of Commissioners to contact the county about taking care of this problem. It was suggested that the department call the recycle agency on a more frequent basis to check for the fullness and need for emptying of the bins. Commissioner Stowe recommends that the County is contacted by letter asking for a pick up time of once a week or a larger bin.

Mandy Plumb has requested to continue her interest in the volunteer section of the department-she would stay at the station in the sleepers quarters when she is on duty. The Commissioners asked if this would be a problem having a female stay at the station and if our facilities are accommodating for both male and female during the same time frame. FF Andrews explained there are four rooms; three are for the residents and one is for volunteers who wish to pull duty at night and use the sleeper program. There are also two bathrooms. So this would not be a problem to have Mandy or anyone else that was interested in participating in the sleeper program.

Page 3

February 8, 1994

JCFD#3 Commissioners

Tye Seeley has been selected by Chief DeWitt to fill the part time position of two days per month, as the dept. maintenance person, at \$10.00 per hour. He will still be able to participate on a Volunteer basis. The money to cover this part time position is derived from the reduction in contract fees with Northwest Fire Services, Inc.. Commissioner Stowe asked if this position would interfere with Tye's EMT and Volunteer time, Tye stated that it would not and plans on keeping current with his volunteer status. Commissioner Stowe moved that Tye Seeley be hired as the part time maintenance person, at two days per month at the rate of \$10.00 per hour; motion second by Commissioner Raudebaugh, motion passed.

Commissioners decision on "Stand-by Program": Chief DeWitt noted in his written report that if the Board will not compensate him to do the extra stand-by time as they will the other two staff members that would be involved, then he will not be able to participate in the program. He requested the Commissioners to make a motion in public if they will pay the Stand-by pay to all staff involved (including the Chief) and authorize an implementation of the program for a three month time period, by which time the Chief can develop specific guidelines and procedures for continuation of such a program.

Commissioner Morrison noted that there was no discussion of the Chief not doing the stand-by program at the last workshop session, and the Commissioners feel that they already pay the Chief enough money now, and wish he would just do his job and fulfill the duties of his contract. He is an exempt employee and doesn't get overtime. Commissioner Raudebaugh Moved that the Stand-by Program will continue as Motion was made prior but, Chief DeWitt will do what's in his contract - Chief is an exempt employee and does not get paid overtime; Second by Commissioner Morrison, Motion Passed.

Mike McClure noted that Stand-by Pay and Overtime are very different and maybe the Board should look at this issue.

Commissioner Stowe asked how many times were we contacted for mutual aid in 1993? One time.

EMT Coverage: Chief DeWitt asked what the Commissioners felt was "adequate response (coverage EMT wise) for daytime Medical Emergencies?" Chief DeWitt feels it to be a waste of his time and District time and money for him to be an EMT as he feels the District is not busy enough to keep his EMT Skills at the level required by the State to keep this certification. Also there are a lot of things not getting done at this time because he is having to be at this class.

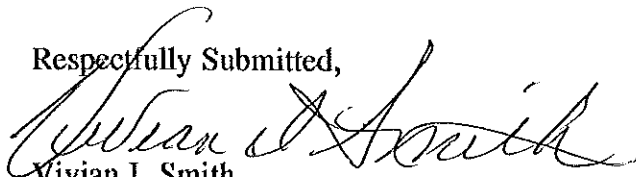
Page 5
February 8, 1994
JCFD#3 Commissioners

Chairman Parker noted that the Commissioners are looking at holding a retreat to establish the needs and goals of the District. Has received a proposal from Paula Ayers, with Fire Service Consulting Systems, to facilitate the retreat and not be a party directly involved with the department. Commissioners have not set a time or date for this retreat at this time.

Aileen Lopeman announced that the Ladies Auxiliary will be having a Spaghetti Feed on April 9th.

The meeting was recessed at 10:05 PM for the Executive Session.

Respectfully Submitted,



Vivian I. Smith
Temporary Services