

**Klickitat County Fire District 3  
200 Husum Street Husum, WA 98623  
Commissioner's Regular Meeting  
April 13, 2023, at 15:00 (3 pm).**

This meeting was available using remote online video and telephone technology. The district posted notice of how to access the meeting (Website).

**Call to order: 15:03**

**Attendance**

Commissioner Montag (Chair), Commissioner Connor (Vice Chair), Commissioner Virts – (Quorum), Staff/volunteers: Wes Long (Fire Chief), Rozalind Plumb (Dist. Secretary), Jennifer McLean (Admin. Assistant), Bob Merritt (mHc Associates via zoom), Chief Hunsaker (WSFD)  
Via Zoom : Eric Bosler (Fire Prevention/BVFF), Lloyd Olson

**Approval of agenda**

*"Motion to approve the agenda for April 13 as presented" -made by Commissioner Connor, seconded by Commissioner Virts. (3 yay, 0 nay) motion passed.*

**Minutes of last meetings:**

- March 9<sup>th</sup>- Regular Business Meeting  
*"I move to approve the minutes of the March 9th regular business meeting as presented" made by Commissioner Virts, seconded by Commissioner Connor. (3 yay, 0 nay) motion passed.*
- April 10<sup>th</sup> Special Meeting/RFA Workshop  
*"I move to approve the minutes of the April 10th Special meeting as presented" made by Commissioner Virts, seconded by Commissioner Connor. (3 yay, 0 nay) motion passed.*

**Secretary / Finance Report:** *See attached report for details.*

County Treasurer report for March has not been received.

- GENERAL EXPENSE FUND 667.1  
*"I Move to approve the General scripts as presented" made by Commissioner Virts, seconded by Commissioner Connor. (3 yay, 0 nay) motion passed.*
- CAPITAL EXPENSE FUND 667.3  
None.

**Chief's / Training Report** – see attached.

Additional: Vehicle /Fleet Maintenance is in progress. Some repairs are underway.

Discussion on property owners being dropped by insurance companies is increasing.

**On Going Business:**

- **Personnel:** none
- **Policies:** none

- **BOND**  
CAPITAL PROJECTS

- **Station 31**

- a) Bathrooms

MRSC Small public Works roster – 93 contractors were sent an email with a request for bids.

- Review of Bids. – The district received 2 bids for the bathrooms.

Contractor	Bid Amount	
HGL Construction & Services	\$210,539.00	
Merrimen Construction LLC	\$78,137.70	Lowest Bid

Discussion on ‘responsible bidder’ and research done to support the decision to determine confidence in contractors. Commissioners appreciated the vetting process done by the Chief. The contract will need to be approved by Brian Snure.

***“Motion to award the station bathroom project to Merrimen Construction LLC for \$78,137.70” made by Commissioner Virts, seconded by Commissioner Connor. (3 yay, 0 nay) Motion passed.***

- b) ADA Walkway

- Review Bids.- The district received 2 bids

Contractor	Bid Amount	
Stamp the Earth	\$21,412.00	
Ajax NW	\$17,458.00	Lowest Bid

Discussion on ‘responsible bidder’ and research done to support the decision to determine confidence in contractors.

***“Motion to accept Ajax NW bid for \$17,458.00” made by Commissioner Virts, seconded by Commissioner Connor. (3 yay, 0 nay) Motion Passed.***

- c) Kitchen

- d) Training room kitchenette

- e) Fence – Perimeter fencing. Discussion on the need for fencing and how much funding will be available to complete the projects at both stations.

Remaining Bond Funds (including interest)		\$135,539.06
St. 31 bathrooms	\$78,137.70	
St. 31 ADA walkway	\$17,458.00	
Total new contracts	\$95,595.70	
Estimated Remaining Bond Funds		\$39,943.36

- **Station 32**

- a) Oven -new oven arrived, need installed.
  - b) Fence (around generators and propane tanks)

- **Surplus-** on going.

- **Engine Replacement** – no updates



- **City of White Salmon /Cooperative Services** – Bob Merritt mHc.

Discussion items:

1. RFA Governance: Based on size of agency, assets, and current funding, it was recommended that the RFA governing board should consist of three KCFD3 Commissioners and two city representatives. Some discussion on the city having the option to elect two fire representatives instead of assigning the roles to city council members who already have a considerable and diverse workload.  
***“Motion to put forward the recommendation the RFA Governing board should consist of 3 representatives from KCD3 and 2 representatives from the City of White Salmon.” Made by Commissioner Virts, seconded by Commissioner Connor (3 yay, 0 nay) motion passed.***
2. RFA Funding section of the plan: Recommend the committee consider an ad velarium per \$1000 tax levy rate to fund the RFA.  
***“Move that we [KCFD3 Commissioners] assume the position that we want the West Klickitat RFA to be funded by an ad velarium tax, the amount is yet to be determined.” Made by Commissioner Virts, Seconded by Commissioner Connor ( 3 yay, 0 nay) motion passed.***
3. Transfer of Assets: All aspects and assets of the participating jurisdictions will be transferred to the RFA, except as otherwise provided. KCFD3 would transfer all aspects of Fire district 3 to the RFA including all fixed assets, administrative and operational aspects with the exception of the dept service for the general obligation bond.  
***“Motion to transfer all aspects of Fire district 3 to the RFA including all fixed assets, administrative and operational aspects, with the exception of the dept service for the general obligation bond.” Made by commissioner Virts, seconded by Commissioner Connor.***
4. Joint resolution 2023-09 to form the RFA Planning Committee. Commissioners reviewed the resolution to form an RFA Planning Committee.  
***“Move to approve Joint Resolution 2023-09 to engage in planning for an RFA, as presented by our attorney Brian Snure.” Made by Commissioner Virts, seconded by Commissioner Connor (3 yay, 0 nay) motion passed.***

- **Petition to Annex into Fire District**

***“Motion to approve resolution 2023-08 to annex properties into the fire district” made by Commissioner Virts, Seconded by Commissioner Connor (3 yay, 0 nay) motion passed.***

**New Business:** None noted

**Public Discussion:** Eric Bosler asked Bob Merritt – If the city of white Salmon elects to have a 6 member RFA board is there a mechanism for tied votes? Yes. In the event of a tie the Chairman of the board can not vote, which makes it a 3:2 vote.

**Good of the order:** The new KCFD3 web site is up and running.

**Next meeting:**

Joint Special Meeting: Wednesday April 19<sup>th</sup> 4:30pm City Council Chambers White Salmon.

Regular meeting: Thursday May 11<sup>th</sup> 3:00 p.m.

**ADJOURN.**

**"Motion to adjourn," made by Commissioner Connor, seconded by Commissioner Virts. (3 yay, 0 nay) motion passed.**

Meeting adjourned at 16:16 hrs.

**APPROVED BY:**

Attest:

Thomas Montag 5/11/23  
Chairman – Commissioner Thomas Montag (date)

Rozalind Plumb  
District Secretary Rozalind Plumb

Robert Connor 5/11/23  
Commissioner Robert Connor (date)

Charles Virts 5-11-23  
Commissioner Charles Virts (date)