

## KLICKITAT COUNTY FIRE DISTRICT 3

200 Husum Street, Husum, WA 98623

Commissioner's Meeting

Thursday January 13, 2022

Due to COVID-19 and restrictions for in person meetings, this meeting occurred using remote online video and telephone technology. The district posted notice of how to access the meeting (Website).

**Call to Order:** 15:00 (3p.m.)

### ATTENDANCE

Commissioner Montag (Chair), Commissioner Connor, Commissioner Virts (Quorum)

Staff: Wes Long (Fire Chief), Rozalind Plumb (District Secretary), Eric Bosler (Fire Prevention Coordinator)

Citizens: Melina Heindel (Citizens Advisory Panel), Lloyd & Debbie Olson

### AGENDA

*Motion to approve agenda was not made, however, all commissioners did make comment that they had reviewed the agenda.*

### MINUTES

*Motion to approve minutes of December 9th, 2021, Regular Business meeting made by Commissioner Connor, seconded by Commissioner Virts (3 yay, 0 nay) motion passed.*

*Motion to approve minutes of January 7, 2022, Emergency meeting – Station 32 Collapse made by Commissioner Connor, Commissioner Virts requested, “an alteration I would like to see implemented, if you wouldn’t mind Roz? In the minutes it’s noted that ‘Commissioner Virts -- noted Enduris should also be considered a part of the task force,’ and if I uttered those words that way that is not what was supposed to come out of my mouth. What I was suggesting in my discussion there, was not to forget Enduris was a part of the equation, but not necessarily a part of the task force committee to deal with the situation of the roof collapse at Station 32.” Commissioner Montag responded, “So you want to keep them informed, but make it so that they’re not necessarily a part of our committee.” Commissioner Virts confirmed Commissioner Montag’s response by stating, “that is correct.”*

*Commissioner Montag “now I need a motion with that included.” Commissioner Connor, “I am willing to amend my motion to include Commissioner Virts’ comment.” Commissioner Virts, “I make a motion to approve the minutes of the emergency meeting 7<sup>th</sup> of January 2022.” DID NOT SECOND THE MOTION (3 yay, 0 nay) motion passed.*

**SECRETARY’S REPORT:** See attached report for details.

### GENERAL EXPENSE FUND 667.1

*Motion to approve the General expenditure scripts as presented in the Secretary’s Financial Report dated 12/15/21, 12/16/21, 12/23/21, 1/7/22, and 1/12/22 made by Commissioner Virts, seconded by Commissioner Connor, (3 yay, 0 nay) motion passed.*

### **CAPITAL FUND 667.3**

***Motion to approve capital expenditure scripts dated 12/15/21, 12/16/21, 12/22/21, 1/6/22, 1/12/22 as presented in the Secretary's Financial Report made by Commissioner Virts, Seconded by Commissioner Connor (3 yay, 0 nay) motion passed.***

**BOND FUND- 2<sup>nd</sup> Payment made December 1<sup>st</sup>.**

### **INVESTMENT OF FUNDS**

General Fund: A request to invest was sent to the County Treasurer but not processed.

Capital Fund: A request to invest was sent to the County Treasurer but not processed as requested. Greg Gallagher is aware and is looking into what happened and will be in touch.

### **CHIEF'S/TRAINING REPORT – see attached.**

- Held an officers meeting with the captains that covered operational duties, recruitment, mentoring, and promotion of Jeremy Grose to captain.
- Calculating 2021 numbers to include in the Annual Report.

*Comments:*

*Commissioner Montag was happy to hear about Jeremy Grose's promotion.*

*Commissioner Virts questioned what the affect might be to the WSRB rating because of Engine 331 damage. Chief Long will investigate.*

### **ONGOING BUSINESS:**

#### **1. PERSONNEL**

- **Nothing to report.**

#### **2. POLICIES: 2022 Administrative Resolutions 2022-01 through 2022-08**

#### ***Commissioner Officer Positions***

Commissioner Montag presented, "Board of Fire Commissioners Resolution 2022-01 a Resolution Appointing Klickitat County Fire District 3 Board of Commissioners Officers positions for 2022. Chairman Commissioner Montag, Vice Chairman Commissioner Connor, adopted on 13<sup>th</sup>, January 2022."

***Commissioner Virts moved to approve resolution 2022-01 as stated. Seconded by Commissioner Connor (3 yay, 0 nay). Motion passed.***

#### ***District Secretary***

Commissioner Montag presented, Resolution "2022-02 Resolution appointing Klickitat County Fire District 3 District Secretary for 2022." ***Commissioner Virts "moved to approve resolution 2022-02 appointing Klickitat County Fire District 3 Secretary for the year 2022, that person would be Rozalind Plumb." Seconded by Commissioner Connor (3 yay, 0 nay). Motion passed.***

#### ***Investment Officers***

Commissioner Montag presented, "resolution 2022-03 a resolution appointing Klickitat County Fire District 3 Investment Officers for 2022." ***Commissioner Connor moved to make a motion that***



**Commissioner Virts be appointed as investment officer for resolution 2022-03." Seconded by Commissioner Montag (3 yay, 0 nay). Motion passed. –**

#### **Auditing Officers**

Commissioner Montag presented, Resolution "2022-04 a resolution appointing Klickitat County Fire District 3 Auditing Officers for 2022." **Commissioner Virts moved to approve resolution 2022-04 appointing Commissioner Connor as the Audit Officer for the District." Seconded by Commissioner Montag (3 yay, 0 nay). Motion passed.**

#### **Payroll Officers**

Commissioner Montag presented, Resolution "2022-05 a resolution appointing Klickitat County Fire District 3 Payroll Officers for 2022 as Commissioner Connor." **Commissioner Virts moved to approve the resolution as stated. Seconded by Commissioner Montag (3 yay, 0 nay). Motion passed**

#### **Records & privacy**

**Commissioner Montag presented, Resolution "2022-06 a resolution appointing Klickitat County Fire District 3 Public Medical Privacy Record Officer. The board of Commissioners Fire District 3 appoints Fire District Secretary Rozalind Plumb as Public Medical Privacy Record Officer this January 13, 2022." Seconded by Commissioner Virts (3 yay, 0 nay). Motion passed.**

#### **Agent to receive claims:**

Commissioner Montag presented, "2019-07 to receive claims. This resolution was originally adopted in 2019-07 and we want to renew it for 2022 as is. This is for Brian Snure of Snure Law." **Commissioner Virts moved to maintain resolution 2019-07 appointing Brian Snure of Snure Law as our agent to receive claims." Seconded by Commissioner Connor (3 yay, 0 nay). Motion passed.**

### **3. BOND:**

#### **CAPITAL PROJECTS Robert Merritt – mHc Associates**

- **Station 31**

Apparatus bay is almost complete. All lighting and painting are done, and heaters are installed.

Administrative office is painted, and ceiling tiles are up.

Watch office cabinets and countertops are installed.

Training room has new paint, LED lights, and the flooring will be installed soon.

600amp breakers (ordered in early August of 2021) will not have parts available to begin constructing the breakers until after February 1, 2022--approximately.

- **Station 32**

The original 1976 building section collapsed due to heavy snow. The newly constructed area is still standing and appears to be unharmed.

- Jan 6 2022 (Thursday) roof collapsed
- Jan 7 2022 (Friday) Emergency Meeting of Commissioners declaring an emergency.
- January 9 2022 meeting with insurance agencies and contractors

Chief Long, mHc, the architect, Enduris (Washington insurance, risk management pool), and McLaren (intermediary/consultant firm) met via zoom and Enduris agreed with the proposed plan presented and agreed that District 3 should work directly with McLaren who will mediate between the District and AIG (owns and sells the insurance to Enduris & others alike). A damage assessment was done with mHc, Chief Long, Dana Hale, architect, Steve Hawk (structural engineer) and a professional report was generated.

Stage one was initiated by developing a mitigation matrix of estimated costs and it was accepted by McLaren who ultimately will give the green light to move on to stage two. All records (contracts, permits, invoicing, etc.) associated with the mitigation process, and rebuild, will be kept separate from all other activity associated with the district's capital project and will be submitted to McLaren, and paid by AIG. A full evaluation of the building will take place as soon as the debris is clear. At that point, the design alternatives can be established, a scope of work, and then cost estimates for McLaren to approve.

- **Contract**

The original contract signed with Hale Construction stated the project would be near completion within 247 days (January 18<sup>th</sup>). Due to a total of 43 change orders the date was extended 17.5 days to February 6th. Documentation is being gathered to present to the district, and future auditors, as to why the project will, yet again, be delayed due to material delays, and the collapse of Station 32's roof—which are out of Hale Constructions control. A special meeting is anticipated to review the documents gathered to support the reason why the project will not be completed as originally agreed. The Commissioners expressed concern that it is currently impossible to set a new date. Anticipate we can add an addendum to accommodate the station 31 electrical component. Station 32 will be far more complicated due to the roof collapse.

- **Change Orders**

43 change orders

- **Rain Garden Response**

Washington State Department of Ecology received a complaint against KCFD3 Station 31 rain garden. Mr. James King of WSDE contacted Chief Long seeking information. Chief Long provided the information and extended an invitation to Mr. King to visit the site. Mr. King was satisfied with the information and indicated the complaint would be closed.

- **CAPITAL PURCHASES**

Nothing to report currently.

4. **Surplus** – a station has shown interest in purchasing the remaining Plymo-vent system.

6. **Out of District Billing** – no update

7. **Ambulance A31** – no update



**NEW BUSINESS:**

**1. Station 32 Collapse –**

- a. Resolution 2022-09 Declaring Emergency for Station 32 Roof Collapse

***Motion to approve resolution 2022-09 in form and wording provided by our legal counsel Brian Snure declaring an emergency for station 32, made by Commissioner Virts, seconded by Commissioner Connor. (3 yay, 0 nay) motion passed.***

**PUBLIC DISCUSSION\_**– Commissioner Montag opened the floor for public discussion at a maximum of 5 minutes per participant.

Eric Bosler (Fire Prevention Coordinator) thanked Chief Long for his encouragement and commended the promotion of Jeremy Grose to Captain. Eric also mentioned the VFF Association will be re-activating the *Save a Heart Campaign* due to current AED's becoming obsolete. Eric expressed his appreciation for the opportunity attend a NFPA structural ignition class, and a community awareness class. Commissioner Montag thanked Eric for his efforts as the Klickitat County Fire District 3 Fire Prevention Coordinator. Eric commented that Tom Andrews has been a huge asset to District 3's Fire Safety. He has been documenting building plans and ensuring those plans are available across the SW Fire departments. Commissioner Virts acknowledged the hard work of Chief Long in continuing programs in the community and is encouraged to see where the district is heading.

**Good of the Order:** none

**Next meeting:**

Regular Board Meeting will be THURSDAY February 10th at 3pm (1500 hrs.).

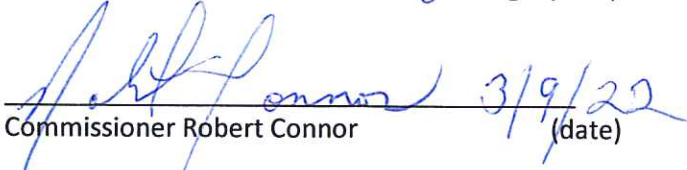
**Adjourn.**


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

Meeting adjourned at 16:30 hrs.

**APPROVED BY:**

  
Chairman – Commissioner Thomas Montag (date)

  
Commissioner Robert Connor (date)

  
Commissioner Charles Virts (date)

**Attest:**

  
District Secretary Rozalind Plumb

Klickitat County Fire District 3 Commissioners Meeting  
200 Husum Street Husum, WA.  
January 13, 2022 at 15:00 (3 pm).

**AGENDA**

**REGULAR BOARD MEETING -virtual meeting via zoom**

|                       |   |
|-----------------------|---|
| Join Zoom Meeting     | <a href="https://us02web.zoom.us/j/82329271412?pwd=NjRJa1VFUEJJaFNOMUlac0RVZmdlZz09">https://us02web.zoom.us/j/82329271412?pwd=NjRJa1VFUEJJaFNOMUlac0RVZmdlZz09</a> |
| Dial by your location | +1 253 215 8782 US (Tacoma)   |
| Meeting ID            | 823 2927 1412   |
| Password              | 493608  |

The recommendations for in person meetings are subject to change. The district will continue to provide remote access for the public.

- **Open Meeting:** Call to order. Time \_\_\_\_\_
- **Attendance**
- **Approval of agenda**
- **Minutes of last meetings:**
  - December 9<sup>th</sup> – Regular Business Meeting (3pm)
  - January 7<sup>th</sup> – Emergency Meeting - Station 32 Collapse.
- **Secretary / Finance Report**
- **Chief's / Training Report**
- **On Going Business**
  1. **Personnel:**
  2. **Policies: 2022 Administrative Resolutions.**
    - a) Resolution 2022 01 Board Officers
    - b) Resolution 2022-02 District secretary
    - c) Resolution 2022-03 Investment Officers
    - d) Resolution 2022- 04 Auditing Officers
    - e) Resolution 2022-05 Payroll Officers
    - f) Resolution 2022-06 Medical Officer.
    - g) Agent to receive claims- Brian Snure/ Snure Law (Maintain Resolution 2019-07)
    - h) Resolution 2022- 08 – MRSC Small works, Consultant and Vendor Rosters
  3. **BOND**
    - CAPITAL PROJECTS
      - Progress report
      - Rain Garden
    - CAPITAL PURCHASES
  4. **SURPLUS – Plymo-vent sale.**
  5. **Out of District Billing – (2017 141 fire) collections.**
  6. **Ambulance A31-**
- **New Business:**
  1. **Station 32 Collapse.**
    - a). **Resolution 2022-09 Declaring Emergency for station 32**
- **Public Discussion:**
- **Good of the order:**
- **Next meeting:** Regular meeting: *Thursday* February 10<sup>th</sup> 3:00 pm.
- **Motion to adjourn: (A) Time \_\_\_\_\_**

# January 13, 2021

## Secretary's Report

### County Treasurer's Report for November 2021 – received after November meeting

|   | Fund          | Beginning Balance | Deposits     | Disbursements | Ending Balance |
|---|---------------|-------------------|--------------|---------------|----------------|
| 1 | General 667.1 | 404,116.90        | 769,176.61   | 32,819.32     | 1,140,474.19   |
| 2 | Capital 667.3 | 9,336.34          | 1,618,199.50 | 24,515.00     | 1,603,020.84   |
| 3 | Bond 667.2    | 463,042.41        | 20,402.43    | 176,888.74    | 306,556.10     |
| 4 | Invested Gen  | 729,536.00        | 0.00         | 729,536.00    | 0.00           |
| 5 | Invested CAP  | 1,618,066.72      | 0.00         | 1,618,066.72  | 0.00           |

### County Treasurer's Report for December 2021

|   | Fund          | Beginning Balance | Deposits | Disbursements | Ending Balance |
|---|---------------|-------------------|----------|---------------|----------------|
| 1 | General 667.1 | 1,140,474.19      |          |               |                |
| 2 | Capital 667.3 | 1,603,020.84      |          |               |                |
| 3 | Bond 667.2    | 306,556.10        |          |               |                |
| 4 | Invested Gen  | 0.00              |          |               |                |
| 5 | Invested CAP  | 0.00              |          |               |                |

**1. GENERAL EXPENSE FUND 667.1:**

See 2021 Operating Budget table and graphs.

**Operating BUDGET**

| Budget       | Year to date expenditure | % of operating budget | Ending Balance |
|--------------|--------------------------|-----------------------|----------------|
| \$489,403.55 | \$365,825.80             | 75%                   | \$123,577.75   |

| Total Expenditure from General Fund        | \$                |
|--|-------------------|
| Operating Budget                           | 365,825.80        |
| Additional expenditure -radios & EMS grant | 24,455.62         |
| <b>Total expenditure from General Fund</b> | <b>390,292.42</b> |

**General Expenditure Scripts for approval**

| Date     | Amount   | Date    | Amount |
|----------|----------|---------|--------|
| 12/15/21 | 4,568.77 | 1/12/22 | 883.15 |
| 12/16/21 | 1,463.54 |         |        |
| 12/23/21 | 183.33   |         |        |
| 01/07/22 | 5,859.51 |         |        |

**2. CAPITAL FUND 667.3:**

**Original balance: \$3,220,750.00** See 2021 Capital summary

Capital Expenditure Scripts for Approval

| Date | Amount |
|------|--------|
|      |        |



|          |            |
|----------|------------|
| 12/15/21 | 1,053.95   |
| 12/16/21 | 5,086.90   |
| 12/22/21 | 3,564.16   |
| 01/06/22 | 3,863.00   |
| 1/12/22  | 394,700.03 |

**3. BOND FUND 667.2:**

Debt repayment schedule (2021 June 1 \$58,473.18, December 1 \$176,888.74)

| 2018 12/18 | \$3,225,750.00 |            |            |              |
|------------|----------------|------------|------------|--------------|
| year       | Principle      | Interest   | Sub Total  | Annual Total |
| 2019       | 115435.14      | 119,926.78 |            | 235,361.92   |
| 2020       | 113,981.67     | 121,380.24 |            | 235,361.91   |
| 2021 June  |                | 58,473.18  | 58,473.18  |              |
| 2021 Dec   | 118,415.56     | 58,473.18  | 176,888.74 | 235,361.92   |

4. **Invested General Funds:** \$729,536.00 (Nov 30 all funds matured. 12/6/21 invested \$929,536.00).
5. **Invested Capital Funds:** All funds matured on Nov 30, reinvested 1,402,701.52 on 12/6/21. Additional matured funds in December \$213,117.12 leaving 1,189,584.40

**6. Internal Review and reconciliation**

|                    | Date     | By                  |
|--------------------|----------|---------------------|
| Treasurer's Report |          | Commissioner Connor |
| Auditor's Report   | 01/12/22 | "                   |
| Credit Card        | 01/12/22 | "                   |
| Petty Cash         | 01/12/22 | "                   |
| Payroll            | 01/12/22 | "                   |
| General Deposits   | 01/12/22 | "                   |

**7. Correspondence:**

- Public Record requests are closed.
- insurance– documents for station 32

**8. Current priority projects include:**

- Station 32
- Stipends
- New members
- 2021 Annual Report





**KLICKITAT COUNTY  
TREASURER REPORT  
November 2021**

|   | Fund No.: | 667.1                  | 667.2                | 667.3                  |
|---|-----------|------------------------|----------------------|------------------------|
| Fund Name:                                |           | FIRE DIST 3            | FIRE DIST 3 BOND     | FIRE DIST 3 CAP        |
| <b>BEGINNING CASH BALANCE</b>             | 1         | \$ 404,116.90          | \$ 463,042.41        | \$ 9,336.34            |
| <b>+++ Increases ++++</b>                 |           |                        |                      |                        |
| Receipts (Revenue Dist Rpt)               | 2         | 39,640.61              | 20,402.43            | 132.78                 |
| Netted Transactions                       | 3         | -                      | -                    | -                      |
| Matured Investments                       | 4         | 729,536.00             | -                    | 1,618,066.72           |
| Interfund Transfers - In (397)            | 5         | -                      | -                    | -                      |
| Other Revenue - JE's                      | 6         | -                      | -                    | -                      |
| <b>Subtotal Increases</b>                 | <b>7</b>  | <b>769,176.61</b>      | <b>20,402.43</b>     | <b>1,618,199.50</b>    |
| <b>&lt;&lt; Disbursements &gt;&gt;</b>    |           |                        |                      |                        |
| Other Expenditures - JE & KC AP           | 8         | 16,590.11              | -                    | 24,515.00              |
| Interfund Transfers - Out (597)           | 9         | -                      | -                    | -                      |
| New Investments                           | 10        | -                      | -                    | -                      |
| Disbursements (AP & PR)                   | 11        | -                      | -                    | -                      |
| E - Transactions (ACH & EFTPS)            | 12        | 16,229.21              | -                    | -                      |
| Debt Service P&I                          | 13        | -                      | 176,888.74           | -                      |
| Other                                     | 14        | -                      | -                    | -                      |
| <b>Subtotal Disbursements</b>             | <b>15</b> | <b>32,819.32</b>       | <b>176,888.74</b>    | <b>24,515.00</b>       |
| <b>ENDING CASH BALANCE</b>                | <b>16</b> | <b>\$ 1,140,474.19</b> | <b>\$ 306,556.10</b> | <b>\$ 1,603,020.84</b> |
| <b>WARRANTS</b>                           |           |                        |                      |                        |
| Previous Month O/S                        | 17        | -                      | -                    | -                      |
| Issued (+)                                | 18        | -                      | -                    | -                      |
| Redeemed (-)                              | 19        | -                      | -                    | -                      |
| Canceled (-)                              | 20        | -                      | -                    | -                      |
| <b>WARRANTS OUTSTANDING (O/S)</b>         | <b>21</b> | <b>-</b>               | <b>-</b>             | <b>-</b>               |
| <b>Cash Balance &lt;O/S Warrants &gt;</b> | <b>22</b> | <b>\$ 1,140,474.19</b> | <b>\$ 306,556.10</b> | <b>\$ 1,603,020.84</b> |
| <b>INVESTMENTS</b>                        |           |                        |                      |                        |
| Beginning Inv Balance                     | 23        | 729,536.00             | -                    | 1,618,066.72           |
| Matured Investments                       | 24        | 729,536.00             | -                    | 1,618,066.72           |
| New Investments                           | 25        | -                      | -                    | -                      |
| <b>ENDING INVESTMENT BALANCE</b>          | <b>26</b> | <b>-</b>               | <b>-</b>             | <b>-</b>               |
| <b>DEBT SERVICE/BOND ACTIVITY</b>         |           |                        |                      |                        |
| Beginning Bond Principle Balance          | 27        | -                      | 2,676,074.13         | -                      |
| Bond Principle Payments                   | 28        | -                      | 118,415.56           | -                      |
| Bond Interest Payments                    | 29        | -                      | 58,473.18            | -                      |
| <b>ENDING BOND PRINCIPLE BALANCE</b>      | <b>30</b> | <b>-</b>               | <b>2,557,658.57</b>  | <b>-</b>               |



**KLICKITAT COUNTY**

**Fund Revenue Distribution**  
As of 11-30-2021

| Fund          | Account                              | Description                       | Year                | Daily             | Month-To-Date      | Fiscal Year-To-Date |
|---------------|--------------------------------------|-----------------------------------|---------------------|-------------------|--------------------|---------------------|
| <b>667</b>    | <b>FIRE DISTRICT #3 GENERAL FUND</b> |                                   |                     |                   |                    |                     |
|               | 66731111                             | Real & Personal Propert           | 2021                | \$710.08          | \$31,168.96        | \$340,773.98        |
|               |                                      |                                   | 2020                | \$0.00            | \$349.37           | \$5,291.71          |
|               |                                      |                                   | 2019                | \$0.00            | \$0.00             | \$1,150.63          |
|               |                                      |                                   | 2018                | \$0.00            | \$21.47            | \$1,777.12          |
|               |                                      |                                   | 2017                | \$0.00            | \$48.87            | \$76.70             |
|               |                                      |                                   | 2015                | \$0.00            | \$0.00             | \$72.52             |
|               |                                      |                                   | 2014                | \$0.00            | \$0.00             | \$6.73              |
|               |                                      |                                   | 2012                | \$0.00            | \$0.00             | \$3.89              |
|               |                                      |                                   | 2011                | \$0.00            | \$0.00             | \$3.39              |
|               |                                      |                                   | 2010                | \$0.00            | \$0.00             | \$2.70              |
|               |                                      |                                   | 2009                | \$0.00            | \$0.00             | \$1.35              |
|               |                                      |                                   | <b>Fund Totals:</b> | <b>\$710.08</b>   | <b>\$31,588.67</b> | <b>\$349,160.72</b> |
| <b>667001</b> | <b>FIRE DISTRICT #3 GENERAL FUND</b> |                                   |                     |                   |                    |                     |
|               | 667131131                            | Sale of Tax Title Property        | 2021                | \$0.00            | \$0.00             | \$9,789.95          |
|               | 667131211                            | Private Harvest Tax;              | 2021                | \$1,618.47        | \$3,567.21         | \$6,186.01          |
|               | 6671317200000                        | Leasehold Excise Tax              | 2021                | \$0.00            | \$0.00             | \$210.48            |
|               | 6671332152301                        | USDOI;FOREST SERV & CORP ENG      | 2021                | \$0.00            | \$0.00             | \$98.87             |
|               | 667136111                            | Investment Interest               | 2021                | \$0.00            | \$58.06            | \$536.35            |
|               | 667136251                            | Space&Facil.Leases(StForest)      | 2021                | \$0.00            | \$1,561.37         | \$3,688.92          |
|               | 667138611                            | Agency Deposits                   | 2021                | \$0.00            | \$2,865.30         | \$190,572.37        |
|               | 667139511                            | Procds. FromSales of Fixed Assets | 2021                | \$0.00            | \$0.00             | \$86,238.13         |
|               |                                      |                                   | <b>Fund Totals:</b> | <b>\$1,618.47</b> | <b>\$8,051.94</b>  | <b>\$297,321.08</b> |
| <b>667002</b> | <b>FIRE DISTRICT #3 BOND FUND</b>    |                                   |                     |                   |                    |                     |
|               | 667231111                            | Real & Personal Property          | 2021                | \$445.88          | \$20,168.08        | \$219,963.58        |
|               |                                      |                                   | 2020                | \$0.00            | \$234.35           | \$3,523.97          |
|               |                                      |                                   | 2019                | \$0.00            | \$0.00             | \$811.04            |
|               | 667231131                            | Sale of Tax Title Property        | 2021                | \$0.00            | \$0.00             | \$5,729.26          |
|               | 667231211                            | Private Harvest Tax;Timber        | 2021                | \$0.00            | \$0.00             | \$2,458.56          |
|               | 667239511                            | Procds.FromSales of FixdAssesst   | 2021                | \$0.00            | \$0.00             | \$56,105.63         |
|               |                                      |                                   | <b>Fund Totals:</b> | <b>\$445.88</b>   | <b>\$20,402.43</b> | <b>\$288,592.04</b> |
| <b>667003</b> | <b>FIRE DISTRICT #3 CAP FUND</b>     |                                   |                     |                   |                    |                     |
|               | 667336111                            | Investment Interest               | 2021                | \$0.00            | \$132.78           | \$2,135.40          |
|               |                                      |                                   | <b>Fund Totals:</b> | <b>\$0.00</b>     | <b>\$132.78</b>    | <b>\$2,135.40</b>   |





**KLICKITAT COUNTY**

**Property Tax/Special Assessment Fund Activity**

From 11-01-2021 To 11-30-2021

District: FIRE DISTRICT #3

| Year  | Account Number | Beginning Balance | Certification Adjustments | Receipts and Adjustments | Ending Balance |
|---|----------------|-------------------|---------------------------|--------------------------|----------------|
| <b>Fund Total:</b>                                |                | \$58,046.75       | (\$68.12)                 | \$31,588.67              | \$26,389.96    |
| <b>Fund: 667001 FIRE DISTRICT #3 GENERAL FUND</b> |                |                   |                           |                          |                |
| 2009  | 667112110      | \$0.99            | \$0.00                    | \$0.00                   | \$0.99         |
| 2009  | 667112130      | (\$1.00)          | \$0.00                    | \$0.00                   | (\$1.00)       |
| 2008  | 667112110      | (\$0.01)          | \$0.00                    | \$0.00                   | (\$0.01)       |
| 2007  |                | (\$0.01)          | \$0.00                    | \$0.00                   | (\$0.01)       |
| 2006  |                | \$17.33           | \$0.00                    | \$0.00                   | \$17.33        |
| 2006  | 667112130      | (\$17.32)         | \$0.00                    | \$0.00                   | (\$17.32)      |
| <b>Fund Total:</b>                                |                | (\$0.02)          | \$0.00                    | \$0.00                   | (\$0.02)       |
| <b>Fund: 667002 FIRE DISTRICT #3 BOND FUND</b>    |                |                   |                           |                          |                |
| 2021  | 667212110      | \$30,805.66       | \$29.04                   | \$20,168.08              | \$10,666.62    |
| 2020  |                | \$6,151.07        | \$0.00                    | \$0.00                   | \$6,151.07     |
| 2020  | 667212130      | (\$3,520.06)      | \$0.00                    | \$234.35                 | (\$3,754.41)   |
| 2019  | 667212110      | \$6,300.30        | \$0.00                    | \$0.00                   | \$6,300.30     |
| 2019  | 667212130      | (\$4,373.93)      | (\$33.71)                 | \$0.00                   | (\$4,407.64)   |
| <b>Fund Total:</b>                                |                | \$35,363.04       | (\$4.67)                  | \$20,402.43              | \$14,955.94    |

## 2021 Operating Budget

Updated 1/12/2022

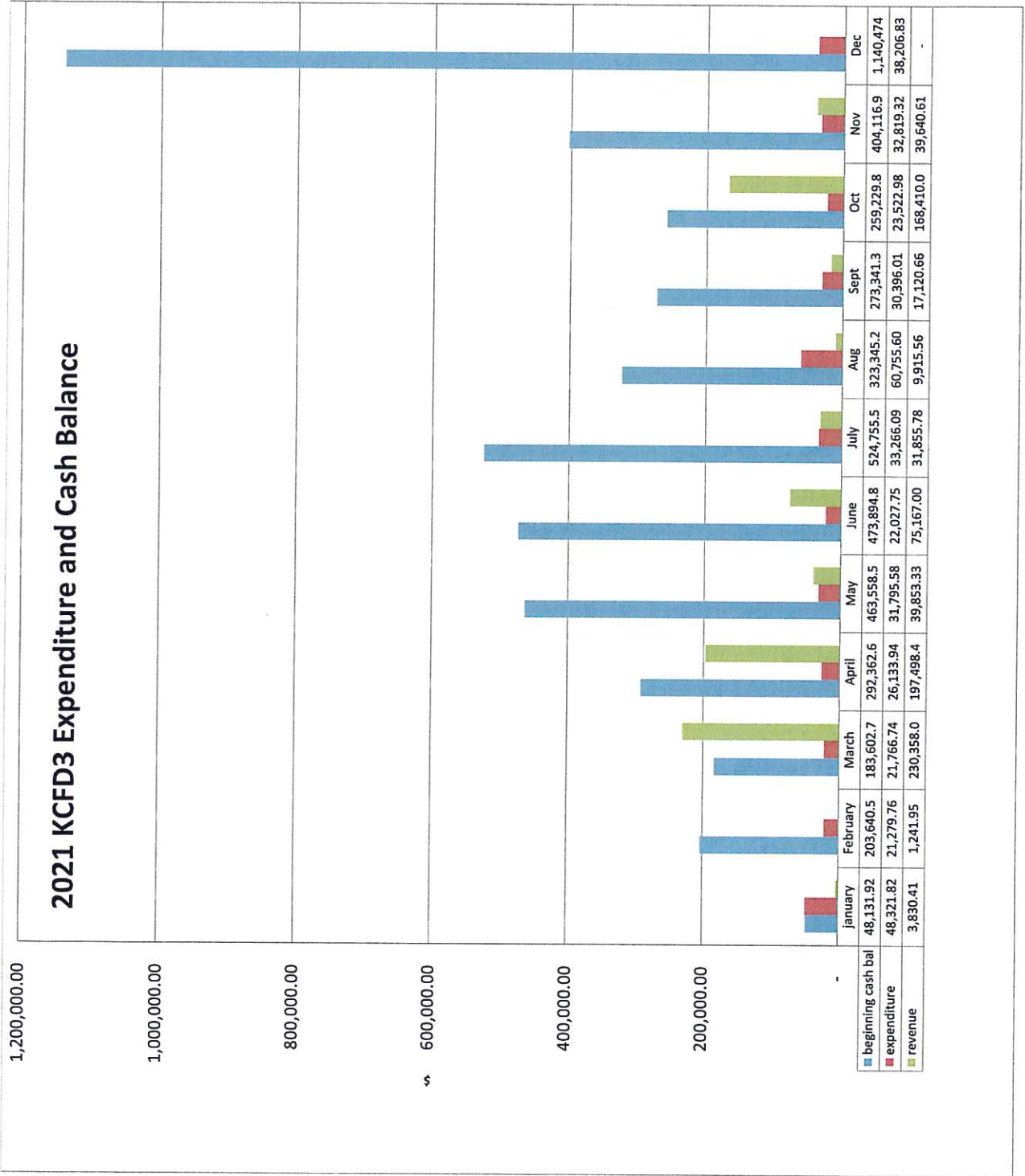
This budget sheet is connected to the expenditure spreadsheet.

### Klickitat County Fire District 3

| BUDGET 2021<br>CATEGORY   | Original<br>Budget | DECEMBER<br>expenditure | Expenditure<br>YTD | Balance           | % Used     | NOTES                            |
|---|--------------------|-------------------------|--------------------|-------------------|------------|----------------------------------|
| Salaries & Wages + employee paid benefits                         | 236,151.55         | 14,552.68               | 171,752.04         | 64,399.51         | 73%        | 285,338.55                       |
| Benefits (excluding employee paid)                                | 49,187.00          | 2,035.07                | 38,558.95          | 10,628.05         | 78%        |                                  |
| Volunteer Stipend   | 15,600.00          | -                       | 1,662.30           | 13,937.70         | 11%        |                                  |
| Volunteer Disability/Pension/lifeflight                           | 13,957.00          | -                       | 1,534.00           | 12,423.00         | 11%        |                                  |
| Volunteer Recognition   | 3,200.00           | -                       | 115.00             | 3,085.00          | 4%         |                                  |
| Office Expense/Supplies   | 5,500.00           | 175.00                  | 5,137.71           | 362.29            | 93%        |                                  |
| Professional Services   | 21,750.00          | 1,150.84                | 16,174.37          | 5,575.63          | 74%        |                                  |
| Insurance   | 21,500.00          | -                       | 28,432.00          | (6,932.00)        | 132%       | Anticipate 15% increase -\$3,225 |
| Communications  | 4,692.00           | 16.03                   | 4,762.95           | (70.95)           | 102%       |                                  |
| Advertising   | 1,600.00           | 120.00                  | 1,728.75           | (128.75)          | 108%       |                                  |
| Vehicle Parts/Repairs/service                                     | 20,000.00          | 5,713.88                | 20,024.44          | (24.44)           | 100%       |                                  |
| Rescue - Apparatus/Supplies                                       | 6,800.00           | 1,102.08                | 5,597.68           | 1,202.32          | 82%        |                                  |
| Fuel  | 9,000.00           | 528.38                  | 7,406.92           | 1,593.08          | 82%        |                                  |
| Facilities/Station Repairs/Supplies                               | 5,000.00           | 2,912.45                | 6,297.12           | (1,297.12)        | 126%       |                                  |
| Utilities Services  | 18,150.00          | 1,246.06                | 17,833.91          | 316.09            | 98%        |                                  |
| Travel & Meals  | 3,206.00           | 255.36                  | 2,636.83           | 569.17            | 82%        |                                  |
| Training  | 7,000.00           | 136.12                  | 3,676.11           | 3,323.89          | 53%        |                                  |
| Fire Supplies/service   | 8,200.00           | 5,988.74                | 23,405.75          | (15,205.75)       | 285%       | (3 sets of turnouts)             |
| EMS Supplies  | 9,000.00           | 17.08                   | 2,693.32           | 6,306.68          | 30%        |                                  |
| Uniform/apparel   | 3,000.00           | -                       | 1,177.41           | 1,822.59          | 39%        |                                  |
| Prevention  | 1,500.00           | -                       | 50.10              | 1,449.90          | 3%         |                                  |
| Taxes (for previous year)   | 2,500.00           | -                       | 1,535.10           | 964.90            | 61%        |                                  |
| Dues & Fees   | 2,910.00           | 1,684.00                | 3,633.04           | (723.04)          | 125%       |                                  |
| Municipal Pool Reserve  | 20,000.00          | -                       | -                  | 20,000.00         | 0%         |                                  |
| <b>Total budgeted expenditure</b>                                 | <b>489,403.55</b>  | <b>37,633.77</b>        | <b>365,825.80</b>  | <b>123,577.75</b> | <b>75%</b> |                                  |
| EXTRA projects using cash balance                                 |                    | -                       | -                  |                   |            |                                  |
| State Grant Dept. of Health                                       | 1,266.20           | 573.06                  | 573.06             | 693.14            | 45%        |                                  |
| Radio Grant   |                    | -                       | 23,893.56          |                   |            |                                  |
| Expense for Wildland  |                    |                         |                    |                   |            |                                  |
| <b>Total Actual Expenditure</b>                                   |                    | <b>38,206.83</b>        | <b>390,292.42</b>  |                   |            |                                  |
| <b>Invested funds</b>   |                    |                         | <b>929,536.00</b>  |                   |            |                                  |
| Ave. property tax estimated in November 2019 +<br>29,000 TO share | 499,422.35         |                         |                    |                   |            |                                  |



## 2021 KCFD3 Expenditure and Cash Balance



## 2021 December Capital SUMMARY

Updated 12/13/2021

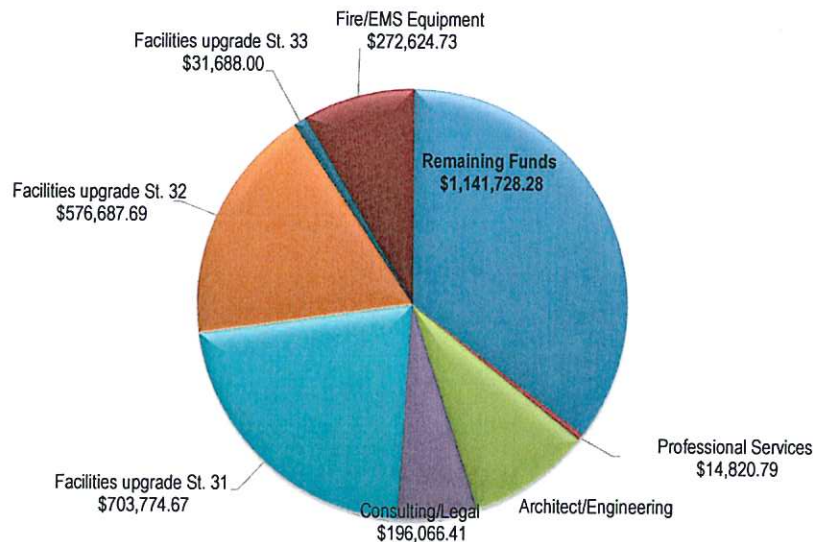
|  |                          | 2019                   | 2020         | 2021                | 2021 Totals  | Capital Total |
|--|--------------------------|------------------------|--------------|---------------------|--------------|---------------|
| <b>ORIGINAL BOND</b>   |                          | <b>\$ 3,235,750.00</b> |              |                     |              |               |
| 2018 Bond Council included in engineering and admin serv. Total. |                          | 15,000.00              |              |                     |              |               |
| Beginning balance (dec 2018)                                     |                          | 3,220,750.00           |              |                     |              |               |
| 2019 total expenses  |                          | 375,043.23             |              |                     |              |               |
| 2020 Beginning balance   |                          | 2,845,706.77           |              |                     |              |               |
| 2020 total expenses  |                          | 266,539.18             |              |                     |              |               |
| 2021 Beginning balance   |                          | 2,579,167.59           |              |                     |              |               |
| Facilities Upgrade/Admin   | Professional Serv        | 8,870.89               | 5,949.90     | -                   | 1,418,613.65 | 1,806,396.99  |
|  | Architect/Engineering    | 38,399.02              | 237,546.66   | 62,413.75           |              |               |
|  | Architect deposit return |                        | (40,000.00)  |                     |              |               |
|  | Consulting/Legal         | 60,841.92              | 40,741.15    | 79,483.34           |              |               |
|  | Facilities Upgrade 31    | 27,322.65              | 1,911.46     | 674,540.56          |              |               |
|  | Facilities Upgrade 32    | -                      | 3,722.69     | 572,965.00          |              |               |
|  | Facilities Upgrade 33    | 2,477.00               | -            | 29,211.00           |              |               |
| Equipment  | Vehicles/Fire Equipment  | 234,713.55             | 16,667.32    | 18,825.66           | 18,825.66    | 272,624.73    |
|  | EMS Equipment            | 2,418.20               | -            | -                   |              |               |
|  | MISC                     |                        |              | -                   |              |               |
| <b>TOTAL</b>   |                          | 375,043.23             | 266,539.18   | <b>1,437,439.31</b> | 1,437,439.31 | 2,079,021.72  |
| <b>REMAINING FUNDS</b>   |                          | 2,845,706.77           | 2,579,167.59 | <b>1,141,728.28</b> |              | 1,141,728.28  |
| <b>INVESTED</b>  |                          | 2,822,552.04           | 2,430,000.00 | <b>1,189,584.40</b> |              |               |
| <b>Balance (does not include interest)</b>                       |                          | 23,154.73              | 109,167.59   | <b>(47,856.12)</b>  |              |               |

|                        | 2019      | 2020      | 2021     | Total Interest Earned |
|------------------------|-----------|-----------|----------|-----------------------|
| <b>Interest Earned</b> | 25,877.67 | 20,714.90 | 2,271.39 | <b>48,863.96</b>      |

**Treasurer Cash Balance** **\$ 1,007.84** (includes interest)

| Chart Summary             | 2018         | 2019            | 2020            | 2021            | Totals          |
|---------------------------|--------------|-----------------|-----------------|-----------------|-----------------|
| Remaining Funds           | \$ -         | \$ 2,845,706.77 | \$ 2,579,167.59 | \$ 1,141,728.28 | \$ 1,141,728.28 |
| Professional Services     | \$ -         | \$ 8,870.89     | \$ 5,949.90     | \$ -            | \$ 14,820.79    |
| Architect/Engineering     | \$ -         | \$ 38,399.02    | \$ 197,546.66   | \$ 62,413.75    | \$ 298,359.43   |
| Consulting/Legal          | \$ 15,000.00 | \$ 60,841.92    | \$ 40,741.15    | \$ 79,483.34    | \$ 196,066.41   |
| Facilities upgrade St. 31 | \$ -         | \$ 27,322.65    | \$ 1,911.46     | \$ 674,540.56   | \$ 703,774.67   |
| Facilities upgrade St. 32 | \$ -         | \$ -            | \$ 3,722.69     | \$ 572,965.00   | \$ 576,687.69   |
| Facilities upgrade St. 33 | \$ -         | \$ 2,477.00     | \$ -            | \$ 29,211.00    | \$ 31,688.00    |
| Fire/EMS Equipment        | \$ -         | \$ 237,131.75   | \$ 16,667.32    | \$ 18,825.66    | \$ 272,624.73   |

### KCFD3 CAPITAL FUND \$3,235,750





**Fire Chief's Report to Board of Commissioners**  
**January 13, 2022**

**No injuries to report.**

**Discussion item with Station 32 collapse**

**Customer Service (emergent and non-emergent):**

- 10 calls within KCFD3's service area since your November meeting.

**Projects:**

- **Bond:**
  1. Camas Valley Fire Department continues to express interest to purchase Plymovent System that was removed from Station 32. Working with Bob Merritt to accomplish that task.
  2. Received hose racks for hose drying room.
  3. Requested input from members for cabinetry in kitchen and training room.

**Apparatus/Fleet:**

1. Engine 32 relocated to Station 33 along with WT 32. (This act unknowingly was a good decision due to the current Station 32 problem)
  2. Hale Construction has graciously allowed us to keep two apparatus inside Station 31 due to freezing.
  3. Water Tender 31 is currently in the body shop as planned for repairs. Expected to be out for 2 weeks.
  4. Small heater placed in Aid 31 to keep EMS Supplies from freezing.
  5. Studded tires on Aid 31 transferred. Searching for wheels to eliminate the cost of tire/wheel mount and dismount two times a year.
  6. Engine 331 likely to be 'totaled'. Will be asking Board to consider replacement options as this engine is our "RESERVE" and to not replace it will directly affect our WSRB point for having a functional reserve engine.
- **KCIFA.** No significant actions during this month's meeting.
  - **Type 3 Team Assignment:** No assignments
  - **Personnel:**
    1. Training Officer vacancy continues.
  - **Community Building/pre-planning:**
  - Eric Bosler participated in a radio interview focusing on fire prevention and bad weather.
  - DNR fuels reduction grant: Followed up with DNR who indicated City of White Salmon has made no additional progress with property owner documentation. Project potentially moving directly into Phase II which is within KCFD3's area along Snowden Road westerly to SR 141. 01/11/2022 Notified that this project is on hold until DNR can re-hire staff who have retired and/or relocated within their organization.
  - **Awards Banquet:** Pending Station 31 completion
  - **Incident Reporting:** Roz and I cleaning up reports and activity records for members. Closing out 2021 reports. Will file NFIRS reporting as soon as completed.
  - **Annexation petitions:** No active parcels currently.
  - **Training officer Local-Agreement:** Will address this topic as soon as practical.
  - **COVID-19:** Anticipate continued restrictions associated with assembly during training and interaction with public. Personal Protective Equipment requirements remain in effect. No exposures or member

issues reported. All personnel have complied with Washington DOH requirements. "Accommodations" have been made for those who requested them. Mitigation measures always require use of N95 masks.

- **Winter Weather:** Significant snowfall week of January 6<sup>th</sup> followed by warming trend and rain. Reached out to Klickitat County DEM with request for prevention message associated with fire safety and prevention along with snow loading to roof systems. Observed numerous citizens cleaning rooftops. This indicates that it's possible that use of Facebook messaging can be effective. Two structures have been reported to have collapsed. A metal shop in Puckerhuddle and Station 32.

**Training Report:**

- Last December training cancelled due to holidays.
- January 6<sup>th</sup> cancelled due to inclement weather and safety.
- First Aid/CPR scheduled for January 18<sup>th</sup>.
- Apparatus inspections will include new batteries for SCBA's in January.

**Community Events:**

**Personal Activities and Achievements:** No report

Respectfully submitted:

Wesley W. Long – Fire Chief    January 11, 2022