

# **EUREKA FIRE PROTECTION DISTRICT NO. 3**

## **COMMISSIONERS MEETING**

AUGUST 13, 2009

768 Hoffman Rd Prescott, WA 99348

### **MINUTES OF MEETING**

**CALL TO ORDER:** The Eureka Fire Commissioners meeting was called to order at 19:08 by Chairman Steve Hoffmann.

**PRESENT:** Steve Hoffmann, Loren McKee, Tad Cowell, Jim Ruffcorn.

### **ADDITIONAL AGENDA ITEMS:**

**MINUTES OF PREVIOUS MEETING:** Approved by Tad Cowell, seconded by Loren McKee.

**TREASURER'S REPORT:** Amounts as follows: Reserve \$31,051.72, Expense \$163,180.98; No Petty Cash Activity.

**REVIEW & APPROVAL OF CURRENT BILLS:** Vouchers audited and certified by the Auditing Officer as required by RCW 42.24.090, have been recorded on a listing which has been made available to the board. June Bills totaled \$12,124.92. Amount approved by Loren McKee, seconded by Tad Cowell.

**INVESTMENT CD'S:** All of expense and reserve account amounts minus August vouchers will be invested with the county of Walla Walla for the next month.

### **CHIEF'S/OFFICER'S REPORT:**

- General Update by Chief Ruffcorn
  - Importance of radio protocol discussed. All units must identify type of apparatus going in route. Important to wait 2-3 seconds after keying mic
  - Questions about radio license were discussed. Secretary will look into for next month's meeting.

### **DISTRICT BUSINESS:**

#### **OLD BUSINESS:**

- District SOPs were reviewed up to section 5 and will be continued next month.
- A Purchase Order system was approved details will be worked out with Secretary and Chief and put in place as soon as possible.
- A complete budget review was postponed due to secretary family emergency and absence from meeting.
- Resolution # 2009-003 was signed to move \$76,420.00 to the reserve account from Capital Outlay Budget 68400-60 for the future purchase of vehicles in upcoming years.

#### **NEW BUSINESS:**

- LGFRS report was sent to state auditor. Report was late and has not been done for several years from previous secretary. State Auditor's office has been contacted and advised of the situation.
- Repair of two pumps was approved by commissioners as long as secretary is contacted first and budgets can handle repair costs this fiscal year.
- Purchase of hats and tee shirts was also approved as long as secretary approved through budget availability.

**MISCELLANEOUS:**

- Announcements and trainings were discussed. Pediatric Conference coming up and D5 Structure Fire Academy.

**EXECUTIVE SESSION:** None

**ADDITIONAL COMMENTS AND INFORMATION:** None

**CITIZENS COMMENTS AND BUSINESS:** None

**ADJORNMENT:** There being no further business or comments the meeting was adjourned at

*Respectfully submitted,*

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Secretary

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Chairman