November 8, 2023 *Prescott, WA*

MINUTES OF MEETING

**CALL TO ORDER:**

The Walla Walla North County Fire District Commissioner’s meeting was called to order at 8:00 AM by Commissioner Steve Hoffmann.

**PRESENT:**

Commissioners Steve Hoffmann(D3), Kevin Chabre (D3), Preston Brock (D1), Dave Brock (D1), Brent Tompkins (D1), Bob Beckman(D7), Eric Cochran (D7), Pat Nettleton (D7) and Secretary Sara Winona(D3/D7), Kathy Brock (D1), and Chief Ruffcorn

\*Quorum met

**MINUTES OF PREVIOUS MEETING:**

* Minutes of previous October 2023 meeting provided and reviewed. Dave moved to accept as is and Kevin seconded.

**CHIEFS REPORT:**

* Have been lots of EMS calls. Need more hands-on reoccurring bariatric patient in Prescott. Jim is working out a schedule to winterize all the trucks.

**OLD BUSINESS:**

* WA Fire Commissioners Handbook review: Reviewed pages 20-22 Financing and Budgeting*, Revenue Sources – Tax Levies and Revenue Sources – Non-Tax Levies*
* SOP Review/Creation for WWNCF, Kevin moved to approve the following and Preston seconded with the change in dollar amount for volunteer personnel to $20 per run/training for fire fighters and $30 for EMS per run/training.
  + - * 1. *4.1.5 Allowable Incidental Travel Expenses*
        2. *4.1.6 Items Not Allowed Got Reimbursement.*
        3. *4.1.7 Employee Conduct*
        4. *4.2 Pay for Volunteer Personnel*
        5. *4.2.1 Procedure Pay for Volunteer Personnel*
* Hospital District: Steve has ID all parcels involved in Hospital District. There are 50 parcels and only 12 owners. Looks like it could total approximately $4500 per year. Discussion on if moving the hospital district is really a need? Discussion that Auditor told D7 that since they are the Jr taxing district and hospital district is senior taxing district, if we change/raise levy amounts, that the hospital district would get all the money increase. Steve will keep looking into it and try to talk to auditor.

**NEW BUSINESS:**

* 2023 Money Split: Since an account was not able to be created in 2023, a listing of all “shared” expenses was created by Sara and then divided up for commissioners to review. Sara left spreadsheet at home, will email to commissioners, and look at for December Vouchers to reimburse D3 for expenses.
* 2024 Budget Hearing: 2024 budget was presented and reviewed by commissioners. Kevin moved to accept budget; Eric seconded. All in favor.

**MISCELLANEOUS:**

* Volunteer ID Cards: Kathy working on cards, still having some difficulty. Commissioners discussed and moved to purchase our own machine in order to make cards on demand and have our own.
* Website: website is up and running, has 6 months of agenda and minutes for North County. Will keep working on it and add training, etc.
* D1 Maintenance Update: Mill Creek Mechanical working on furnace at Clyde. Check Valve fixed. Pleasant view Furnace bad- nothing in there to freeze, but maybe time for a new one. The propane furnace in there is too small for building. D1 will be working on trucks this winter.

**CITIZENS COMMENTS AND BUSINESS:**

* None

**ADJOURNMENT:**

* There being no further business or comments Eric moved to adjourn the meeting at 9:05 AM, Dave seconded.

Respectfully submitted,

Sara Winona, Secretary

Steve Hoffmann, Chairman