

CLALLAM COUNTY FIRE PROTECTION DISTRICT NO. 6

7810 La Push Road • Forks WA 98331 • www.3riversfire.org

Monthly Commissioner Meeting Minutes

August 12, 2025

Meeting convened on August 12, 2025, at 3:00 pm, at Three Rivers Fire Hall, by Commissioner Chip Keen.

Commissioners Present – Chip Keen, Tom Rosmond, and Scott Horton

Officers Present – Aleilah P Lawson, District Secretary; Chief Scott Swagerty; Lt. Andrew Chapman

Other Attendees – none **Changes/Additions to Agenda** – Add Muddy Wild Primitive Campground Fire Prevention Pre-Plan to New Business.

Minutes – Minutes of the July 8, 2025, meeting were read, approved, and signed by the commissioners and district secretary.

Secretary's Report

1. **Cost Recovery Update.** Aleilah reported that there are two outstanding claims. The cost recovery service is following up with the involved parties.
2. **Insurance Update.** Aleilah shared that she worked with Enduris to update the Vehicle Schedule with an accurate cost for Command 61. Thank you to Commissioner Rosmond for noticing the discrepancy.

Financial Report

1. **Financial Statement.** July 2025 financial statement was reviewed and approved. Electronic copies of the June 2025 financial statement were sent to commissioners and officers via email.
2. **Claims Payment Request.** 8 warrants totaling \$12,395.64 were requested on the Claims Payment Request form dated 08/12/2025 as follows:
 - \$287.54 for fuel;
 - \$1,450.00 for organizational support;
 - \$500.00 for dispatch services;
 - \$9,824.00 for annual insurance coverage;
 - \$288.43 for utilities (3 warrants); and
 - \$45.67 for minor repair supplies.

Commissioner Rosmond moved to approve the request. Commissioner Horton seconded the motion. The motion was approved and the Claims Payment Request was signed.

3. **Payroll Certification.** Chief Swagerty's time sheet covering the period of 07/08/2025 through 08/11/2025 was approved and signed by Lead Commissioner Keen. A Payroll Certification was approved and signed by the commissioners for submission to the county for processing.

Chief's Report

1. **Incidents/Calls.** Chief Swagerty reported that it continues to be unseasonably quiet in all local districts. District 6 responded to two motor vehicle accidents and a rescue with Life Flight at Second Beach.
2. **Training.** Chief reported that Bridgette Soha is now certified as a Peer Support Group Counselor. Extrication training in Forks and drafting operations practice at UIL are on the agenda in the near term. There is an EMT class available 09/06-07/2025, \$600 per person. Two-to-three firefighters are interested in enrolling.
3. **Equipment/Mechanic.** None.
4. **Other.** Chief shared that Three Rivers is hosting a volunteer firefighter appreciation BBQ, August 31st, 2:30 pm, at the fire hall.

Commissioner's Report – Commissioner Keen

1. Radio Communications

The Conex for UIL was delivered July 29th. See attached report to the Forks City Council for details.

2. Emergency Preparedness

West End Area Meeting. Cancelled until September 25, 2025.

Clallam County Hazard Mitigation Plan: FEMA has accepted the plan. Forks City Council has to pass a resolution accepting it before the annexed items can be considered for grants.

3. Other

My request for 10 drysuits for our Swiftwater Search and Rescue Crew under the Title III NFS grant program has been recommended for acceptance by the County Commissioners. The request still needs to be reviewed by the Federal Olympic Peninsula board and undergo a 45-day public comment period.

I missed the online class offered by the Fire Safety Research Institute, "NERIS in Action: Regional Onboarding, Analytics, and the Future Roadmap" on Tuesday, July 29th, due to a need to a UIL to accept delivery of the Conex.

Commissioner Horton Report – No activity this period. New meeting scheduled for next week.

Other Reports – None

Old Business – None

New Business

- 1. Flagpole Installation Discussion.** Chief Swagerty and Lt. Chapman described the need for installation of a flagpole at Three Rivers. Fire crew members will donate concrete and labor needed for the installation. Requirements for location of the flagpole were discussed. Commissioner Keen commented that this would be a good first project for the auxiliary once it is officially in place. It was also suggested to speak with local service organizations such as the Lions Club for possible donations.
- 2. 2026 Budget Planning.** Commissioner Keen requested that the annual November budget meeting be held at the October 14th meeting this year. All agreed to the change. Also discussed was the declining timber revenue available next year and the possibility of a levy lift for the 2027 revenue stream.
- 3. Muddy Wild Primitive Campground Fire Prevention Pre-Plan.** Commissioner Keen presented a copy of a draft pre-plan. The project is now on a much smaller scale than the original project proposal. Several questions were raised. Commissioner Keen will share the questions with the owners and invite them to the September 9th commissioners meeting.

Announcements – Jerry’s Small Engine Repair donated a mower to Three Rivers. Quillayute River Resort is donating chairs for the fire hall.

Next Meeting – September 9, 2025, 3:00 pm

Meeting adjourned at 4:24 pm.

Read and approved on September 9, 2025, by:

Commissioner Chip Keen

Commissioner Scott Horton

Commissioner Tom Rosmond

District Secretary Aleilah P Lawson