



CLALLAM 2 FIRE-RESCUE

P.O. Box 1391, Port Angeles, WA 98362 • 360-457-2550 • www.clallamfire2.org

Jake Patterson
Fire Chief

Keith Cortner
Commissioner

Steve Hopf
Commissioner

Dan Huff
Commissioner

Pension & Relief Meeting Minutes

Tuesday, July 21, 2026 at 10 AM

1212 E First Street, Port Angeles, WA 98362

Present:

Keith C. Cortner, Chairman
Dan A. Huff, Vice Chair
Steven G. Hopf, Commissioner via Zoom
Jake Patterson, Fire Chief
Kevin Denton, Deputy Fire Chief

Heather Catuzo, Board Secretary

Guests:

Bryan Brice, OOC
Emily Hanson, Peninsula Daily News

Call to Order of Pension and Relief Board

Chairman Cortner called the meeting to order at 10:00 AM.

Pledge of Allegiance

Chairman Cortner led the pledge of allegiance.

Consent Agenda:

1. June 16, 2026 Pension & Relief Meeting Minutes

Board Action: Commissioner Huff made a motion to accept the consent agenda. Commissioner Hopf provided a second to the motion, and with no discussion, the motion carried unanimously.

Unfinished Business: None

New Business:

1. Volunteer Injuries: None

Adjournment

With no further business to be conducted, Commissioner Hopf made a motion to adjourn. Commissioner Huff provided a second to the motion, and with no discussion, the motion carried unanimously. Chairman Cortner adjourned the meeting at 10:02 AM.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'Keith C. Cortner', written over a horizontal line.

Keith C. Cortner, Chairman

A handwritten signature in blue ink, appearing to read 'Heather Catuzo', written over a horizontal line.

Heather Catuzo, Board Secretary



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Meeting Minutes

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Present:

Keith C. Cortner, Chairman
Dan A. Huff, Vice Chair
Steven G. Hopf, Commissioner via Zoom
Jake Patterson, Fire Chief
Kevin Denton, Deputy Fire Chief

Heather Catuzo, Board Secretary

Guests:

Bryan Brice, OOC
Emily Hanson, Peninsula Daily News

Call to Order of Regular Commission Meeting

Chairman Cortner called the meeting to order at 10:02 AM.

Consent Agenda:

1. June 16, 2026 Regular Meeting Minutes
2. July 14, 2026 Regular Workshop Minutes
3. June 18, 2026 payroll in the amount of \$85,661.01
4. July 6, 2026 payroll in the amount of \$140,674.85
5. July 21, 2026 payroll in the amount of \$89,801.95
6. Volunteer Stipends Q3 2026 in the amount of \$14,145.00
7. Voucher approval in the amount of \$164,688.40

Board Action: Commissioner Hopf made a motion to accept the consent agenda. Commissioner Huff provided a second to the motion. Vendor payment details were provided, then, with no further discussion, the motion carried unanimously.

Public Comments: None offered

Chief's Report

Chief Patterson discussed June activities. A 12.3 percent increase in calls has been noted in 2026 over 2025. The Station 22 living quarters project is proceeding. A building permit is expected to be issued within two weeks. A new address for the living quarters has been assigned. The concrete project at Station 25 has been completed. Training was discussed as well as apparatus repairs. Chief Denton discussed a joint project with District 3 and Port Angeles Fire to improve radio communications on the peninsula. Considerations include adding repeaters to radios and meeting with T Mobile to discuss their services.

The surplus brush engine has been tentatively sold to Fire District 4.

Commissioner Reports: None offered

Unfinished Business: None

New Business:

1. Fire Chief Hiring Consultants: Discuss and take action

Board Action: Chairman Cortner made a motion to add an executive session onto the agenda to discuss the qualifications of a candidate for the Fire Chief position. Commissioner Hopf provided a second to the motion, and with no discussion, the motion carried unanimously.

Chairman Cortner moved the meeting into executive session to discuss the qualifications of a candidate for the Fire Chief position at 10:22 AM and stated they expect the open meeting to resume in 20 minutes at 10:42 AM. The executive session was extended 10 minutes until 10:52 AM.

Chairman Cortner reconvened the meeting at 10:52 AM.

Board Action: Chairman Cortner made a motion to table the decision on hiring a consultant for the Fire Chief position until further notice. Commissioner Hopf provided a second to the motion, and with no further discussion, the motion carried unanimously.

Board Action: Chairman Cortner made a motion to begin negotiations with an unnamed candidate for the Fire Chief position, with Chief Patterson and Chairman Cortner leading the negotiations. Commissioner Huff provided a second to the motion. With no discussion, the motion carried unanimously.

2. Resolution 2026-09 Transfer to Reserve #1: Discuss and take action

Board Action: Commissioner Huff made a motion to accept Resolution 2026-09, transferring \$150,000 into reserve. Commissioner Hopf provided a second to the motion, and with no discussion, the motion carried unanimously.

Correspondence:

1. Clallam County Timber Revenue Projections

Announcements: None**Administration:**

1. Chief time cards: Chairman signature

Adjournment

With no further business to be conducted, Commissioner Hopf made a motion to adjourn. Commissioner Huff provided a second to the motion, and with no discussion, the motion carried unanimously. Chairman Cortner adjourned the meeting at 11:00 AM.

Respectfully Submitted,

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Keith C. Cortner, Chairman

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Heather Catuzo, Board Secretary