



CLALLAM 2 FIRE-RESCUE

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Jake Patterson
Fire Chief

Keith Cortner
Commissioner

Steve Hopf
Commissioner

Dan Huff
Commissioner

Special Meeting Minutes

Wednesday, April 10, 2024 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

Jake Patterson, Fire Chief
Heather Catuzo, Board Secretary

Guests:

Erik Sundin

Call to Order

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

Pledge of Allegiance

Chairman Cortner led the pledge of allegiance.

New Business

1. Administration Roof Project: Discuss and take action

Chief Patterson discussed the need to completely reroof the administration building at 1212 E 1st Street due to the age and condition of the roof. Four bids were presented for consideration. After discussion, Commissioner Huff asked to table the topic until the regular meeting to give him time to review the bids, prevailing wage proposals, and scope of work.

While all board members agreed the project was necessary, budgeting concerns for the project were raised by Chief Patterson but no decision on funding was reached at this time.

2. Levy Updates: Discussion

Chief Patterson discussed levy messaging. Meetings are being arranged for the spring and summer to discuss the levy in various neighborhoods. Zoom meetings with the Chief to answer questions are planned for July. Levy informational flyers and articles were also discussed.

3. Interlocal Agreement—Duty Chief: Discuss and take action

Chief Patterson discussed the interlocal agreement for shared Duty Chief assignments. Commissioners asked questions regarding insurance liability and operating procedures between agencies. The City of Port Angeles has approved the agreement and will be forwarding to the District for signature.

Board Action: Commissioner Huff made a motion to approve the interlocal agreement. Commissioner Hopf provided a second to the motion, and with no further discussion, the motion carried unanimously.

Announcements:

1. Procurement Law Update Webinar: April 19, 2024 from 9 AM to noon

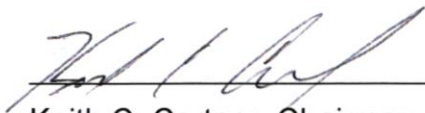
All Commissioners requested to attend the webinar.

Public Comments: None offered

Adjournment

With no further business to be conducted, Commissioner Huff made a motion to adjourn. Commissioner Hopf provided a second to the motion and with no discussion, the motion carried unanimously. Chairman Cortner adjourned the meeting at 10:58 AM.

Respectfully Submitted,



Keith C. Cortner, Chairman



Heather Catuzo, Board Secretary