



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

Special Meeting Minutes

Thursday, September 5, 2024 at 9 AM
1212 E First Street, Port Angeles, WA 98362

Present:

Keith C. Cortner, Chairman via Zoom
Dan A. Huff, Vice Chair
Steven G. Hopf, Commissioner
Jake Patterson, Fire Chief
Heather Catuzo, Board Secretary

Guests:

Paul Gottlieb, Peninsula Daily News via Zoom
Emma Maples, Peninsula Daily News

Call to Order

Commissioner Huff led the meeting as Chairman Cortner was attending remotely. Commissioner Huff called the meeting to order at 9:00 AM.

Pledge of Allegiance

Commissioner Huff led the pledge of allegiance.

Consent Agenda

1. Invoices in the amount of \$37,255.02

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

New Business

1. 2025 Budget discussion and workshop

Chief Patterson presented the draft budget with a line-by-line explanation. The budget was presented assuming no levy passage. A second budget with levy revenue will also be prepared for consideration.

The Board scrutinized the professional services line items in Administration. PENCOM and OPSCAN line items saw significant increases and were discussed.

Other items considered were a potential roof replacement on Station 21 and a phone system upgrade. The phone system was included in the draft budget, the roof was not.

The Board discussed strategies for the budget in case the levy lid lift passes or fails. A shortfall of \$300,000 is projected by the end of 2026 with no new levy increases.

2. 2021-2023 State Audit: Discussion

The District will be having a three-year accountability audit. Chairman Cortner will serve as the Board representative. The final audit results will be presented in an open public meeting for the entire board.

Public Comments: None offered

Adjournment

With no further business to be conducted, Commissioner Hopf made a motion to adjourn. Chairman Cortner provided a second to the motion and with no discussion, the motion carried unanimously. Commissioner Huff adjourned the meeting at 10:42 AM.

Respectfully Submitted,



Keith C. Cortner, Chairman



Heather Catuzo, Board Secretary