

## **Mountain Fire Protection District**

### **Trustee Meeting**

**May 18, 2017**

**In Attendance:** Trustees Mike deWit, Neil Nelson, Harold Kamikawaji, John Gregson, and Clem Remillard. Administrator/Financial Officer Sarah Zubkowski. Former trustees Charles Pinker and Dale Fulton.

Meeting called to order @ 7:03 pm by Charles Pinker.

#### **Elections:**

- Clem Remillard nominates Harold Kamikawaji as chairman of the board. Second by Mike deWit. MSC.

#### **Correspondence:**

- Clem Remillard received an email from the prior accountant regarding the annual audit stating they would like to put in a bid if we put the audit out to tender.

**Financial Report:** presented by Sarah Zubkowski.

- List of bills noted.
- Clem Remillard explained the work done on the rip and run printer.

**Fire Department Report:** no fire department report no one from the fire department attended the meeting.

#### **Old Business:**

- Burning Bylaw #93 now on the website.
- Burning permit application form now on the website.
- John Gregson is ok with putting a water tank in the development however wants to confirm with the District on maintenance.
- Front door lock is fixed.
- New oven was purchased and installed.
- Clem Remillard and Harold Kamikawaji will contact the City regarding a dry hydrant at Witchcraft Lake.
- Charles Pinker stated that he will pass on the flagpole paperwork. Harold Kamikawaji will follow up on this.

#### **New Business:**

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- Heat sensors and wiring heat detectors quote from Securco received of \$1,717. Clem Remillard motions to install sensors and detectors. Second by Harold Kamikawaji. MSC.
- Clem Remillard stated that policy changes are needed to update for new chairman.
- Clem Remillard motions to make Harold Kamikawaji as Freedom of Information Officer. Second by Mike deWit. MSC.
- Clem Remillard will update website for new board members.
- Securco will be notified to update Neil Nelson on the contact for alarms.

### **Motions Adopted by E-Mail:**

- Motion to approve minutes presented by Sarah Zubkowski by Charles Pinker Mar 17, 2017. Second by Dale Fulton Mar 17, 2017. MSC.
- Motion to pay bills by Charles Pinker Mar 22, 2017. Second by Harold Kamikawaji Mar 22, 2017. MSC.
- Motion to pay bills by Charles Pinker Mar 29, 2017. Second by Clem Remillard Mar 29, 2017. MSC.
- Motion to pay Sarah Zubkowski by Charles Pinker Apr 2, 2017. Second by Dale Fulton Apr 2, 2017. MSC.
- Motion to pay bills by Charles Pinker Apr 3, 2017. Second by Dale Fulton Apr 3, 2017. MSC.
- Motion to approve bills and minutes presented by Sarah Zubkowski by Charles Pinker Apr 10, 2017. Second by Dale Fulton Apr 10, 2017. MSC.
- Motion to pay bills by Charles Pinker Apr 17, 2017. Second by Harold Kamikawaji Apr 17, 2017. MSC.
- Motion to pay Sarah Zubkowski by Charles Pinker Apr 16, 2017. Second by Dale Fulton Apr 16, 2017. MSC.
- Motion to pay bills by Clem Remillard Apr 28, 2017. Second by Harold Kamikawaji Apr 28, 2017. MSC.
- Motion to pay Sarah Zubkowski by Clem Remillard May 1, 2017. Second by Harold Kamikawaji May 1, 2017. MSC.
- Motion to pay bills by Clem Remillard May 8, 2017. Second by Harold Kamikawaji May 8, 2017. MSC.
- Motion to pay bills and Sarah Zubkowski by Clem Remillard May 16, 2017. Second by Mike deWit May 16, 2017. MSC.
- Motion to pay bills by Harold Kamikawaji May 24, 2017. Second by Clem Remillard May 24, 2017. MSC.

Motion to adjourn meeting @ 8:20 pm made by Harold Kamikawaji. Second by Mike deWit. MSC.

Next meeting is on June 15, 2017 @ 7:00 pm.