



Commissioner Meeting Minutes

March 23<sup>rd</sup>, 2022

Station 12-1

5:00 PM

Special Fire Commissioner

By Zoom

The Commissioners of Mason County Fire District #12 met on April 15th, 2022, at Station 1. Commissioners present were Commissioner John Pais, Commissioner Albert Wilder, Commissioner Brian Jutson, Chief Kelli Walsworth,

Chairman of the Board, Commissioner Albert Wilder, called the meeting to order @ 5:15 PM

**Community Comments:**

**Commissioner Comments:**

**New Business:**

- A. Roofing Bids
  - a. A1-Roofing \$100,000.00 snap lock, \$70,000.00 Next Gen
  - b. Metal Man \$131,859.53
  - c. Cooper Construction \$29,837.50
- B. Secretary- Turned in Resignation Letter

Commissioner Pais made motion to go with Cooper Construction for roofing Commissioner Jutson 2<sup>nd</sup>. Motioned carried.

**Adjournment:** Motion to adjourn meeting at 5:25 by Commissioner Albert Wilder 2<sup>nd</sup> by Commissioner Brian Jutson, all in favor motion carried.

Next Meeting will be April 19<sup>th</sup>, 2022 @ 2:00pm



**Commissioner Meeting Minutes**

**April 19th, 2022**

**Station 12-1**

**2:00 PM**

**Regular Scheduled Monthly Fire Commissioner**

**By Zoom**

The Commissioners of Mason County Fire District #12 met on April 19th, 2022, at Station 1. Commissioners present were Commissioner John Pais, Commissioner Albert Wilder, Commissioner Brian Jutson, Chief Kelli Walsworth,

Chairman of the Board, Commissioner Albert Wilder, called the meeting to order @ 2:00 PM

**Community Comments:** Mern, Kristin

**Commissioner Comments:**

**Consent Agenda:** ACTION

- A. Voucher Approval for March 15, 2022  
Total for all funds \$10,799.96

Motion by Commissioner Albert Wilder to accept the consent agenda, 2<sup>nd</sup> by Commissioner Brian Jutson. All in favor motioned carried.

**Old Business.**

A. Audit - Individual meetings with auditor, they are currently working on closing out the audit. District will have exit meeting, respond to conclusion. Commissioner Pais stated that we have worked with multiple different auditors threw out the audit.

B. Roof - Received 3 bids, We will be going with Cooper Construction. Supplies have been ordered and are on location. First break in weather project will be completed.

**New Business:**

- A. Secretary-Currently working on job description, Commissioner Wilder stated that with being so far out in the county it would be nice to have an EMT/Secretary. Accepting resumes.

**Correspondence:**

Commissioner Pais would like to share letter from Superintendent Mallory. Table until Next meeting.

**Chiefs Report: None**

**Executive Session** - should be approximately 20 minutes. 2:21PM - 2:41PM. Upon returning from executive session Commissioner Jutson made a motion to Dismiss Chief Walsworth without cause. Commissioner Pais 2<sup>nd</sup> motion passed.

**Adjournment:** Motion to adjourn meeting at 2:43 by Commissioner John Pais 2<sup>nd</sup> by Commissioner Brian Jutson, all in favor motion carried.

**Next Meeting will be May 18<sup>th</sup>, 2022 @ 2:00pm**



**Commissioner Meeting Minutes**

**May 17th, 2022**

**Station 12-1**

**2:00 PM**

**Regular Scheduled Monthly Fire Commissioner**

**By Zoom**

The Commissioners of Mason County Fire District #12 met on May 17th, 2022, at Station 1. Commissioners present were Commissioner John Pais, Commissioner Albert Wilder, Commissioner Brian Jutson, Chief Kelli Walsworth,

Chairman of the Board, Commissioner Albert Wilder, called the meeting to order @ 2:00 PM

**Community Comments: None**

**Commissioner Comments: None**

**Consent Agenda: ACTION**

- A. Voucher Approval for May, 2022  
Total for all funds \$45,201.50

Motion by Commissioner John Pais to accept the consent agenda, 2<sup>nd</sup> by Commissioner Brian Jutson. All in favor motioned carried.

**Old Business.**

- A. Audit - No updates
- B. Roof - Still awaiting a break in weather.

**New Business:**

- A. Secretary- We received 3 applications, we will be going to executive session to review all applications and qualifications.
- B. Chief- Chief's severance will be paid out in two equal payments. The severance includes 6 months pay, plus accrued sick leave and vacation. This was at the recommendation of our attorney to pay out contract.

**Correspondence**

- A. Mary M. Knight school board of directors indicated they do not have interest in pursuing the request to finish the sale of property next to the firehall. They also have no interest in declaring that property as owned by the school district as surplus.
- B. Mason County financial services updated and signed the contact sheet.

**Chiefs Report:**

Fire Chief is to stay on as Pro-tem Chief as directed by attorney. Fire chief agrees to stay on to help community and district until they can find a new fire chief and do a proper pass down. It is a non-salaried position. Day to day nothing changes, the volunteers stay and the department keeps running as normal. The department is still looking for a fire chief.

**Executive Session -**

**Adjournment:** Motion to adjourn meeting at 2:31 by Commissioner Albert Wilder and 2<sup>nd</sup> by Commissioner Brian Jutson, all in favor motion carried.

**Next Meeting will be June 21<sup>st</sup>, 2022 @ 2:00pm**



**Commissioner Meeting Minutes**

**June 17<sup>th</sup>, 2022**

**Station 12-1**

**2:00 PM**

**Regular Scheduled Monthly Fire Commissioner**

**By Zoom**

The Commissioners of Mason County Fire District #12 met on June 17<sup>th</sup>, 2022, at Station 1. Commissioners present were Commissioner John Pais, Commissioner Albert Wilder, Commissioner Brian Jutson, Chief Kelli Walsworth,

Chairman of the Board, Commissioner Albert Wilder, called the meeting to order @ 2:00 PM

**Community Comments:** Kristin Masteller

**Commissioner Comments:**

**Consent Agenda: ACTION**

- A. Voucher Approval for June 17<sup>th</sup>, 2022  
Total for all funds \$23,710.85

Motion by Commissioner Albert Wilder to accept the consent agenda, 2<sup>nd</sup> by Commissioner John Pais. All in favor motioned carried.

Commissioner Jutson made motion to stop the chief's monthly payroll as chief. He stated we were paying the chief for the duration of the audit but with it taking longer than expected we will stop monthly payroll. Commissioner Pais 2<sup>nd</sup> motion. All in favor.

**Old Business.**

A. Audit - No new news. Individual meetings with auditor, they are currently working on closing out the audit. District will have ex. : meeting, respond to conclusion. Commissioner Pais stated that we have worked with multiple different auditors threw out the audit.

B. Roof - We will be going with Cooper Construction. Supplies have been ordered and are on location. First break in weather project will be completed.

C. Secretary- Has signed contract to start employment asap.

**New Business: None**

**Correspondence: None**

**Chiefs Report: None**

**Executive Session - None**

**Adjournment:** Motion to adjourn meeting at 2:08 pm. by Commissioner Albert Wilder 2<sup>nd</sup> by Commissioner Brian Jutson, all in favor motion carried.

**Next Meeting will be July 19<sup>th</sup>, 2022 @ 2:00pm**