

GRANT COUNTY FIRE DISTRICT #3
Board of Commissioners
October 9, 2019

The regular scheduled meeting of the Grant County Fire District #3 Commissioner's was called to order by Chairman Yeates on October 9, 2019 – 9:30 A.M., at the District Main Station, 1201 Central Ave. S., Quincy, WA.

Present: Chairman Yeates, Commissioner Gardner, Commissioner Williamson, Chief Fortier, DC Leibelt and District Secretary Weber.

Board of Trustee: Absent

Staff: Exec. Asst. Stucky

Liaison: Absent

Public:

APPROVAL OF AGENDA

The executive session placed on the agenda was not required and Chairman Yeates requested the removal.

As there were no requests for additional agenda items, it was **moved/seconded (KG/AW/all concurred)** to approve the presented agenda. **Motion carried.**

PRESENTATIONS/AUDIENCE

None.

MINUTES

Minutes from the regular commissioner meeting of September 11, 2019 was presented to the Board. As the Board had no additions/corrections/changes, it was **moved/seconded (AW/KG/all concurred)** to approve the minutes as presented. **Motion carried.**

BOARD OF TRUSTEES

Secretary Weber reported that Representative Rios did review and approve the invoices from the September 11, 2019 meeting.

Present were Chairman Yeates, Board of Trustee Gardner, and Secretary Weber. Representative Rios was unable to attend and will review the information later.

The invoices were presented to the Board and approved. Representative Rios will review the invoices, and once approved they will be forwarded.

FINANCIAL REPORT

Secretary Weber informed the Board that the September checks were verified against the cover sheet submitted; vendor names/amounts were verified by Administrative Assistant Bowling.

Secretary Weber reviewed the August Financial information which was mailed to the Board. As the Board had no questions, the reports stand as reviewed. All funds are in balance and have been verified.

Secretary Weber reported that she and Executive Assistant Stucky attended the DOR Levy Training class and was extremely beneficial.

Commissioner Gardner and Commissioner Williamson will be out of the area for the November commissioner meeting. Their attendance will be via skype/phone

CORRESPONDENCE

Tyler Peters - FYI

CITY REPORT

Report stands as submitted.

CHIEF REPORT

Report stands as submitted.

Chief Fortier reviewed the information regarding 110 C St. SW, Quincy, WA. in regards to the appraisal. Fortier discussed the appraisal information with Brian Snure. The district could use the more expensive appraisal based on the performance of the lesser expensive one and the issues that arouse during that process. The Board **moved/seconded (KG/AW/all concurring)** to have Pacific Appraisal Associates, PLLC perform the appraisal.

Chief Fortier continues to work on the deeded easements for St#32 and St #33 and will update the Board in November.

Personnel

David McPherson – Resident

The above named were presented to the Board. It was **moved/seconded (KG/AW/all concurring)** to accept the proposed pending background/etc.

Deputy Chief/Asst. Chief/Equip/Training

Report stands as submitted.

Deputy Chief Leibel informed the Board that Firefighter/Mechanic Ross Massey passed his Allison EVT Test, the staff vehicle has been ordered but no ETA has been set and the two KME Engines are in Yakima for final assessment.

Fire Marshal/Facilities

Report stands as submitted.

Adm. Asst.

Report stands as submitted.

Liaison

Absent.

UNFINISHED BUSINESS

Station #37
Trinidad Update

Chief Fortier recapped the progress on Trinidad/Crescent Bar Fire and Life Safety Facility (St.#37) with the Board.

Builders Risk Insurance has been ordered; the building erection was delayed a week due to purlins/erection has begun as of this Tuesday. Knutson believes that he has about three weeks of work bearing no additional issues.

Lorin Grigg Property – Update

Chief Fortier reported that he and Randy Zolman met with Mr. Grigg and a few details were reviewed as to the placement on the building onto the property. Chief Fortier will report back in November with an update.

District Secretary – Contract
Execution

As the Board had previously extended, and Executive Assistant Stucky accepted, the position of District Secretary effective November 1, 2019 the final contract is presented.

As the Board had no additional changes/corrections, it was **moved/seconded (KG/CY/all concurring) to execute the document. Motion carried.**

Executive Assistant – Contract
Execution

The Board discussed District Secretary Weber retaining the position of District Secretary through October 31, 2019 so no lapse between Executive Assistant Stucky appointment

to the position as of November 1, 2019. District Secretary Weber agreed to extend her termination date as requested.

The Board discussed the salary/benefits for the position. Chairman Yeates proposed \$1,000.00 per month and continuing the current medical benefit.

As the Board had previously extended, and District Secretary Weber accepted, the position of Executive Assistant effective November 1, 2019.

It was **moved/seconded (KG/AW/all concurring) to execute the document. Motion carried.**

NEW BUSINESS

2020 Budget Workshop

Secretary Weber presented the following budget information:

2020 Fire
2020 EMS
2020 Bond
2020 Reserve
SHB 5136

VOUCHER APPROVAL

Vouchers audited and certified by the Auditing Officer as required by RCW 42.24.080 and those expense reimbursement claims certified as required by RCW 42.24.090, have been recorded on a list which has been made available to the Board.

As no additional questions/comments/concerns, and as of this 9th day of October 2019, the Board by unanimous vote **(KG/AW/all concurring/motion carried)** does approve for payment and these vouchers on the attached list and further described as follows:
claim voucher number: CONSTRUCTION: 19191001001 – 191001003 \$104,900.52;
EMS: 191002001 – 191002006 \$13,474.45; FIRE: 191003001 – 191003074 \$85,787.89

Payroll: 9/1 – 9/15 Pd 9/26/19
 9/16 – 9/30 Pd 10/10/19 68 Hrs. O/T

Also, reviewed and approved with the vouchers.

Being no further business, it was **moved/seconded (AWKG/all concurring/motion carried) to adjourn** at 10:55 AM

By Chairman: Carl E. Yester

By Secretary: April Huey

Next regular scheduled meeting:

COMMISSIONER MEETING
WEDNESDAY, October 9, 2019
TIME: 9:30 AM