

GRANT COUNTY FIRE DISTRICT #3

1201 CENTRAL AVENUE S • P.O. BOX 565 • QUINCY, WA 98848

P: (509)787-2713 | WWW.GCFD3.NET

COMMISSIONERS: CARL YEATES, RANDY ZOLMAN, KEVEN CHILD

DISTRICT SECRETARY: APRIL STUCKY

Commissioner Meeting March 13, 2024

The regular scheduled meeting of the Grant County Fire District #3 Commissioners was called to order by Chairman Child on March 13, 2024 – 9:30 a.m., at the District's Main Station.

Present: Commissioner Child, Commissioner Yeates, Commissioner Zolman, Chief Leibelt, Deputy Chief Durfee and District Secretary Stucky.

Board of Trustee: Absent

Staff: Assistant Chief Talley, Carmen Weber, Chaplain Jeremy Fodge

Liaison: None

Public: None

PRESENTATIONS/AUDIENCE

None.

APPROVAL OF AGENDA/CONSENT AGENDA ITEMS

Presented to the Board was the agenda/consent agenda items for the March 13, 2024 commissioner meeting. As the Board had no additional discussion/changes/correction, (agenda/consent agenda items) it was **moved/seconded (CY/RZ/all concurring) to approve the consent agenda/agenda. Motion carried.**

CONSENT AGENDA ITEMS

MINUTES:

With the Board having no comments/changes, etc. to the minutes from the Regular Commissioner meeting of February 14, 2024, and the Special Commissioner meeting on March 7, 2024 the minutes were approved. (**consent agenda**)

BOARD OF TRUSTEES:

The Board reviewed and approved the invoices submitted. Representative Rios will review the invoices later today. District Secretary Stucky will forward all the documents to BVFF after his approval.

CORRESPONDENCE:

None Received.

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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 13th day of March, 2024 the Board by unanimous vote was approved. **(consent agenda)**

CONST:	240301001 – 240301002	\$266,982.95
EMS:	240302001 – 240302013	\$ 28,095.03
FIRE:	240303001 – 240303049	\$ 75,591.89

Payroll: February 23, 2024
March 8, 2024

Also, reviewed and approved with the vouchers. **(consent agenda)**

STAFF REPORTS:

See attached.

Liaison: No report

AGENDA ITEMS

DEPARTMENT UPDATES:

Chief Report:

Report Stands as Submitted.

Chief Leibelt (per policy/procedure) requested Board approval for his vacation; April 1 to April 19, 2024. As the board had no additional discussion/changes/correction, it was **moved/seconded (RZ/CY/all concurring) to approve the vacation request. Motion carried.**

Chief Leibelt discussed the purchasing of a 40' shipping container that would be placed at St. #35 for storage. The container cost and delivery would be approximately \$10,000.00. As the board had no additional discussion/changes/correction, it was **moved/seconded (RZ/CY/all concurring) to approve the purchase. Motion carried.**

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City Report:

Report Stands as Submitted.

Trinidad/Crescent Bar St. #37:

Chief Leibelt discussed with the Board two change orders; fill station location change (approximately \$4,700) and septic sleeve upgrade (approximately \$1,000). As the board had no additional discussion/changes/correction, it was **moved/seconded (RZ/CY/all concurring) to approve the two changes. Motion carried.**

Deputy Chief of Operations:

Report Stands as Submitted.

Deputy Chief Durfee informed the Board two bids were received on the Rescue. The bids will be reviewed to confirm compliance with a recommendation to the Board at the April Commissioner meeting.

The AFG grant has been submitted.

Deputy Chief Durfee informed the Board that effective April 1, 2024, firefighter Ross Massey will assume the Training Coordinator responsibilities.

Sweet Clover Farms Subdivision:

Deputy Chief Durfee received an updated Grant County Public Works list; easement/road/access/etc. This information was forwarded to Erick Gahringer (48 North) for plot revision and submittal back from the County.

District Secretary/HR/Financial Report:

The February checks were verified against the cover sheet submitted; vendor names/amounts were verified by Department Secretary Yelena Volkov.

District Secretary Stucky received the January financial statements; all have been reviewed and reported that all funds are in balance.

District Secretary Stucky discussed the current EMS Levy which will terminate on December 31, 2025. The election dates in 2024 were discussed as options for the renewal EMS Levy (prior to termination). As the Board had no additional discussion/corrections/comments, it was **moved/seconded (RZ/CY/all concurring) to place the renewal of the EMS Levy on the ballot in August 2024. Motion carried.**

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The Board requested that the Staff research additional information regarding increase of EMS services, costs and options in preparation for the renewal.

District Secretary Stucky will contact the District Attorney to begin the process for the EMS renewal ballot/election process.

Personnel:

Deputy Chief Durfee introduced Jeremy Fodge, the District's Chaplain to the Board.

Presented to the Board:

Nickolas Tellvik Resident

It was **moved/seconded (RZ/CY/all concurring) to accept the candidates pending physical/standard background/verification. Motion carried.**

UNFINISHED BUSINESS:

City of Quincy Contract:

Deputy Chief Durfee informed the Board that the District Attorney has completed the review and the contract is now at the City of Quincy for approval by the City Council.

NEW BUSINESS:

Resolution 24-03-01: Surplus Equipment – List Attached

Chief Leibel reviewed with the Board the surplus items as listed. As the board had no additional discussion/changes/correction, it was **moved/seconded (RZ/CY/all concurring) to execute Surplus Resolution 24-03-01 with Attached List. Motion carried.**

Resolution 24-03-02: 2024 Budget Amendment

District Secretary Stucky reviewed the 2024 Budget Amendments to the true and actual revenue as received from Grant County Assessor for tax collection in 2024, reallocation of expenses, along with expense and ending balance items. As the board had no additional discussion/changes/correction, it was **moved/seconded (RZ/CY/all concurring) to execute Resolution 24-03-02 "2024 Budget Amendment". Motion carried.**

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Staffing:

Deputy Chief Durfee discussed the addition of 2 firefighters to the staff, pending the City of Quincy contract execution.

As the Board had no additional discussion/changes/correction, it was **moved/seconded (RZ/CY/all concurring) to approve the addition of 2 firefighters pending the City of Quincy contract execution. Motion carried.**

Strategic Plan:

Chief Leibelt discussed with the Board; hiring GMP for the District's Strategic Plan. The time for commencing would be approximately August 2024 to early 2025. To secure a position in GMP's workflow, the Board directed Chief Leibelt to contact GMP and request any necessary documents for their services within those approximate dates.

EXECUTIVE SESSION

None scheduled.

Having no further business, it was **moved/seconded (RZ/CY/all concurring) to adjourn the meeting at 10:05 a.m. Motion carried.**

By Chairman: _____

By: Secretary: _____

Next regular scheduled meeting will be conducted at the Main Station:

REGULAR COMMISSIONER MEETING

April 10, 2024

TIME: 9:30 AM