

GRANT COUNTY FIRE DISTRICT #3

Board of Commissioners

June 9, 2021

The regular scheduled meeting of the Grant County Fire District #3 Commissioner's was called to order by Chairman Zolman on June 9, 2021 – 9:30 a.m., at the District Main.

Present: Chairman Zolman, Commissioner Williamson, Commissioner Yeates, Chief Leibel and District Secretary Stucky.

Board of Trustee: Absent

Staff: Lt. Talley

Liaison: Absent

Public: Leslie Thompson – Protection 1

Volunteer: Carmen Weber

PRESENTATIONS/AUDIENCE

Leslie Thompson (Protection 1) introduced herself as the new owner. She is looking forward to working with the District and will be available if any issues arise.

APPROVAL OF CONSENT/ AGENDA

Presented to the Board was the consent agenda/agenda for the June 9, 2021 commissioner meeting. As the Board had no additional changes/correction, (consent agenda/agenda) it was **moved/seconded (CY/AW/all concurring) to approve the consent agenda/agenda.**
Motion carried.

MINUTES

With the Board having no comments/changes, etc. the minutes from the regular commissioner meeting of May 12, 2021 approved. (**consent agenda**)

BOARD OF TRUSTEES

No invoices or this meeting.

CORRESPONDENCE

None received.

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 of June, 2021 the Board by unanimous vote (**consent agenda**) does approve for payment and these vouchers on the

attached list and further described as follows: claim voucher number: **CONSTRUCTION:** 210601001 \$10,212.60; **EMS:** 210602001 – 210602015 \$27,611.43; **FIRE:** 210603001 - 210603057 \$27,105.78.

Payroll: 5/1 – 5/15/2021 Pd 5/25/2021
 5/16 – 5/31/2021 Pd 6/10/2021

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

STAFF REPORTS

Assistant Chief/Facilities

Report stands as submitted. **(consent agenda)**

Medical Service Officer

Report stands as submitted. **(consent agenda)**

Fire Chief/Equip/Training

Report stands as submitted. **(consent agenda)**

Adm. Asst.

Report stands as submitted. **(consent agenda)**

Liaison

No report.

AGENDA ITEMS

FINANCIAL REPORT

The May checks were verified against the cover sheet submitted; vendor names/amounts were verified by Administrative Assistant Bowling.

District Secretary Stucky received the April financial statements has reviewed and all funds and are balance.

District Secretary Stucky informed the Board she, Chief Leibelt and Chairman Zolman attended the State Audit exit for accountability and finance.

District Secretary informed the Board that the IRS audit is continuing and may take 3 – 4 months until completion.

District Secretary Stucky reviewed the updated information from Dept. of Labor and Industries in regards to the COVID 19 requirements with the Board. The new requirements/process will be forwarded to all associated with the district.

CITY REPORT

Report stands as submitted.

FIRE CHIEF REPORT

Report stands as submitted.

Chief Leibelt informed the Board that the summer-time workers have been hired and are scheduled to begin working.

Chief Leibelt informed the Board that 3411 is continuing to have a leaky tank issue. The City of Moses Lake Fire has a surplus 1998 E-One engine that will be sold. Mechanic Stucky knows the apparatus and is recommending it. Chief Leibelt will be inspecting the engine and believes it will meet the needs of the district. With that, the Board **moved/seconded (AW/CY/all concurred) to authorize Chief Leibelt to purchase the E-One with a maximum budget of \$25,000.00. Motion carried**

Personnel

Proposed to the Board:

Kemra Isbell – Support Division

It was **moved/seconded (AW/CY/all concurring)** to accept the proposed pending background/verification. **Motion carried.**

UNFINISHED BUSINESS

Station #37 Trinidad Update

Chief Leibelt discussed the design and information received from Complete Design. He continues to answer and number of items on the project. Complete Design indicated that the completed documents would be ready for bid in July.

Lorin Grigg Property – Update

Chief Leibelt informed the Board that things continue to move forward.

NEW BUSINESS

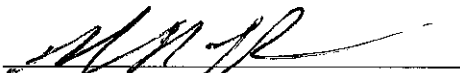
Credit Card Update

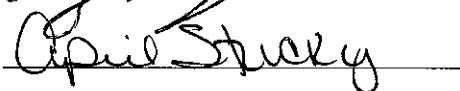
District Secretary Stucky informed the Board that with the change in staffing, a number of authorized users will need to be removed from the district Key Bank accounts. Previous District Secretary Weber and Chief Fortier were the authorized representative on the account, and need to be removed. Chief Leibelt and District Secretary Stucky will be added as the authorized representatives. The Board had no questions/comments, it was **moved/seconded (AW/CY/all concurring) to authorize** District Secretary Stucky to contact Key Bank and remove/update the users and representatives.

EXECUTIVE SESSION

None Requested.

Being no further business, it was **moved/seconded (AW/CY/all concurring) to adjourn** the meeting at 9:50 a.m. **Motion carried.**

By Chairman: 

By: Secretary: 

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

REGULAR COMMISSIONER MEETING

July 14, 2021

TIME: 9:30 AM