

GRANT COUNTY FIRE DISTRICT #3
Board of Commissioners
November 13, 2019

The regular scheduled meeting of the Grant County Fire District #3 Commissioner's was called to order by Chairman Yeates on November 13, 2019 – 9:30 A.M., at the District Main Station, 1201 Central Ave. S., Quincy, WA.

Present: Chairman Yeates, Commissioner Gardner (via phone), Chief Fortier, DC Leibelt and District Secretary Stucky.

Board of Trustee: Absent

Staff: Exec. Asst. Weber, Capt. Dale Hille

Liaison: Absent

Public: Wayne Smith

APPROVAL OF AGENDA

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

OATH OF OFFICE

Resolution 19-11-05 Appointing a District Secretary was presented to the Board. As there was no additional discussion, it was **moved/seconded (CY/KG/all concurred)** to **execute the resolution. Motion carried.** Chairman Yeates administered the Oath of Office for position of District Secretary to April Stucky.

PRESENTATIONS/AUDIENCE

Wayne Smith from Trinidad "Thanked" Grant County Fire District #3 for the fire station currently under construction.

MINUTES

Minutes from the regular commissioner meeting of October 9, 2019 and the October 9, 2019 public hearing was presented to the Board. As the Board had no additions/corrections/changes, it was **moved/seconded (KG/CY/all concurred)** to **approve the minutes as presented. Motion carried.**

BOARD OF TRUSTEES

Secretary Stucky reported that Representative Rios did review and approve the invoices from the October 17, 2019 meeting.

No invoices were received for processing.

FINANCIAL REPORT

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

Secretary Stucky reviewed the September 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.

Executive Assistant Weber informed the Board the final request for reimbursement on the SIP grant #1 was submitted and payment should be expected within the next few weeks. The SIP grant #2 will be requested for reimbursement (due to expiration date) prior to February 2020.

CORRESPONDENCE

Zack Feist - resignation

Jose Cruz - resignation

FYI

CITY REPORT

Report stands as submitted.

CHIEF REPORT

Report stands as submitted.

Chief Fortier updated the Board regarding contacting Pacific Appraisal Associates. The City had already contacted them and they were requested to do an appraisal on the property for them. The Board discussed other options; seeking another appraisal or waiting and requesting the City's once completed. The Board determined that no action will be taken at this time.

Chief Fortier has the revised easements for St#32 and St #33, has contacted both property owners and anticipates the documents being completed prior to next month's meeting.

Personnel

Kaleb Smartt - Volunteer

Christopher Eaton - Volunteer

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

Deputy Chief/Asst. Chief/Equip/Training

Report stands as submitted.

Fire Marshal/Facilities

Report stands as submitted.

Adm. Asst.

Report stands as submitted.

Liaison

Absent.

UNFINISHED BUSINESS

Station #37
Trinidad Update

Chief Fortier update:

Building structure is complete; plywood backing for electrical panel installation; L & S Excavation/change order – handicap parking; Overhead door installation – next week. Tobin Electric is back logged and will not be onsite until the later part of November to the first of December.

Tentative completion of the building late December 2019.

Lorin Grigg Property – Update

Chief Fortier no update.

NEW BUSINESS

Election Result
Position #3 - Commissioner

District Secretary Stucky reported that election result for commissioner for position #3 is Keven Gardner. The oath will be administered at the January 2020 meeting.

Wal Mart
Grant Eligibility – Approval

Included in the packets was an eligibility letter stating that GCFD#3 has the commissioner's approval to apply for grant available through Wal Mart. As the Board had no additional discussion/comment, it was **moved/seconded (KG/CY/all concurring) to execute the eligibility letter.**

WFCFA 2020
Employer Application & Eligibility/Contract Form

Secretary Stucky included the application for the WFCFA 2020 eligibility form in the Board packet. The board reviewed and as they had no corrections/questions, it was **moved/seconded (KG/CY/all concurring) to execute the application.**

2020 Budget

2020 Proposed FIRE Budget
Certification/Resolution 19-11-01

Secretary Stucky reviewed the **2020 Fire Certification and Resolution 19-11-01** with the Board. As the Board had no additional questions/changes, it was **moved/seconded (KG/CY/all concurring) to adopt Fire Resolution 19-11-01. Motion carried.** Commissioner Gardner authorized Executive Assistant Weber to sign all resolutions that he approves, in his absence.

2020 Proposed EMS Budget
Certification/Resolution 19-11-02

Secretary Stucky reviewed the **2020 EMS Certification and Resolution 19-11-02** with the Board. As the Board had no additional questions/changes, it was **moved/seconded (CY/KG/all concurring) to adopt EMS Resolution 19-11-02. Motion carried.**

2020 Proposed Bond Budget
Certification/Resolution 19-11-03

Secretary Stucky reviewed the **2020 Bond Certification and Resolution 19-11-03** with the Board. As the Board had no additional questions/changes, it was **moved/seconded (KG/CY/all concurring) to adopt Bond Resolution 19-11-03. Motion carried.**

2020 Reserve Budget
Resolution 19-11-04

Secretary Stucky reviewed the **2020 Reserve Budget** the Board. As the Board had no additional questions/changes, it was **moved/seconded (KG/CY/all concurring) to adopt Reserve Budget Resolution 19-11-04. Motion carried**

SHB 5136
Possible Execute/Impose

Secretary Stucky reviewed the SHB 5136 with the Board. As the Board had no additional changes/questions/it was **moved/seconded (CY/KG/all concurring) to impose 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 13th day of November 2019, the Board by unanimous vote **(CY/KG/all concurring/motion carried)** does approve for payment and these vouchers on the attached list and further described as follows: claim voucher number: CONSTRUCTION: 191101001 \$71,716.09; EMS: 191102001 191102015 - \$18,103.92; EMS: 191104001 – 191104002 \$937.00; FIRE: 191103001 -0191103063 - \$64,687.75; FIRE: 91004001 – 191004002 \$862.21.

Payroll: 10/1 – 10/15 Pd 10/25/19
 10/16 – 10/31 Pd 11/10/19 53.66 Hrs. O/T

Also, reviewed and approved with the vouchers.

Being no further business, it was **moved/seconded (CY/KG/all concurring/motion carried) to adjourn** at 10:30 AM

By Chairman: Carl E. Yates

By Secretary: April Stucky

Next regular scheduled meeting:

COMMISSIONER MEETING
WEDNESDAY, December 11, 2019
TIME: 9:30 AM