

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 January 11, 2023

The regular scheduled meeting of the Grant County Fire District #3 Commissioners was called to order by Chairman Zolman on January 11, 2023 – 9:30 a.m., at the District's Main Station.

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

Board of Trustee: Absent

Staff: Lt. Talley

Liaison: None

Public: None

Volunteer: Carmen Weber (support division)

2023 ELECTION OF POSITIONS

Commissioner Child made the motion to retain the positions as held in 2022. Commissioner Yeates seconded (**all concurred**). **Motion carried.**

The 2023 positions are: Chairman: Randy Zolman
Vice Chairman: Carl Yeates
Board of Trustee: Keven Child

PRESENTATIONS/AUDIENCE

None.

APPROVAL OF AGENDA/CONSENT AGENDA ITEMS

Presented to the Board was the agenda/consent agenda items for the January 11, 2023 commissioner meeting. As the Board had no additional changes/correction, (agenda/consent agenda items) it was **moved/seconded (CY/KC/all concurring) to approve the consent agenda/agenda. Motion carried.**

CONSENT AGENDA ITEMS

MINUTES:

With the Board having no comments/changes, etc. the minutes from the Regular Commissioner meeting of December 14, 2022 and the Public Hearing were approved. (**consent agenda**)

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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:

See attached

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 11th day of January, 2023 the Board by unanimous vote (**consent agenda**) to approve:

EMS: 230101001 – 230101008 \$19,253.75; FIRE: 230102001 – 230102035 \$44,492.95

Payroll: December 16, 2022
December 30, 2022
January 13, 2023: includes all retro pay

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

STAFF REPORTS:

See attached.

Liaison: No report

AGENDA ITEMS

DEPARTMENT UPDATES:

Deputy Chief of Operations:

DC Durfee discussed the resident shift proposal with the Board. The change would maximize the current work schedule and add a new standby shift. DC Durfee worked with District Secretary Stucky to calculate the additional cost for the revised schedule. The Board recognized the benefit to revise the resident schedule (**motion/second/RZ/CY/all concurring**).

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and directed the District Secretary to implement the financial changes. District Secretary Stucky will amend the budget for presentation at the February meeting.

DC Durfee also updated the Board on the social media which is still under development. This will be reviewed with the Board again at the February meeting.

District Secretary/HR/Financial Report:

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

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

District Secretary Stucky presented changes to the 2023 budget to the Board. Per the Assessor's revised tax collection figures, the revenues were updated. District Secretary also discussed the updated expenditure, retro pay, truck construction and capital expenditures items. The Board directed District Secretary Stucky to prepare the resolution for the February commissioner meeting, to amend the 2023 budget reflecting the changes as discussed.

District Secretary Stucky also informed the Board that the ARPA grant funding has been received.

The final IAFF 4418 contract was distributed to the Board.

The commissioner 80-year commemorative coin (spearheaded by Department Secretary Volkov) and the updated challenge coin were presented to the Board.

Personnel:

The Volunteer Officer appointment process will begin per Chief Leibelt.

UNFINISHED BUSINESS:

No unfinished business

NEW BUSINESS:

DNR Contract:

Chief Leibelt informed the Board that DNR submitted a revised contract to the District, Chief Leibelt reviewed the contract and informed the Board that the contract is appropriate for the District. As the Board had no additional questions it was **moved/seconded (KC/CY/all concurring)** to authorize Chief Leibelt to execute the updated contract as presented.

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Resolution 23-01-01 Surplus Equipment:

Chief Leibelt presented **Resolution 23-01-01 Surplus Equipment** to the Board for review and approval. As the Board had no additional questions/comments, it was **moved/seconded (KC/CY/all concurring, to approve Resolution 23-01-01. Motion carried.**

CHIEF'S REPORT:

City Report:

See attached

Trinidad/Crescent Bar St. #37:

Chief Leibelt will be continuing researching options for the project; i.e. manufactured home, site build, etc. and will bring information to the Board at the February meeting.

Sweet Clover Farms Subdivision:

Chief Leibelt should have the short plat documents from the Planning Dept. by the end of next week, with the next step to be the Quit Claim deed.

Chief's Update:

Chief Leibelt informed the Board that the Volunteer Association promoted the District at Local events and parades with the 1957 Seagrave. Chief Leibelt discussed the Legislative day on February 17th, 2023. The Grant County Sheriff's department is going to hold the Chief for a Day again this year.

EXECUTIVE SESSION

Chairman Zolman requested an executive session pursuant to RCW 42.30.110 (G) to review the performance of an employee. The executive sessions will be for 60 minutes until 11:10 a.m. Those in attendance for session will be: Chairman Zolman, Commissioner Yeates, Commissioner Child, Chief Leibelt, Deputy Chief Durfee, District Secretary Stucky and Carmen Weber.

Chairman Zolman reconvened the meeting at 11:10 a.m.

District Secretary Stucky inquired as to any items the Board would request to be placed on the February meeting. Chairman Zolman requested that "Strategic Planning" be included.

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Having no further business, it was **moved/seconded (KC/CY/ all concurring) to adjourn** the meeting at 11:12 a.m. **Motion carried.**

By Chairman: 

By: Secretary: 

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

REGULAR COMMISSIONER MEETING

February 8, 2023

TIME: 9:30 AM