

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

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

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

Board of Trustee: Absent

Staff: Lt. Hille, Exec. Asst. Stucky, FF Talley, FF McNeill, AC Kling

Liaison: Absent

Public:

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.**

PRESENTATIONS/AUDIENCE

Lt. Hille informed the Board that he would be leaving on Sunday for EFO and graduation will be on March 29, 2019. He thanked the Board for allowing him to attend.

MINUTES

Minutes from the regular commissioner meeting of February 13, 2019 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

Present were Chairman Yeates, Chief Fortier, Board of Trustee Gardner (via phone), and Secretary Weber. Representative Jorge Rios was unable to attend but will review the documents later today and Secretary Weber will forward upon his approval.

Presented was the 2018 Pension Participation Certification Form for the Board review/approval.

The current invoices were presented to the Board for review and were approved:
Laketown Pharmacy (Mattson (1). (\$319.58)

FINANCIAL REPORT

Secretary Weber informed the Board that the February checks were verified against the cover sheet submitted; vendor names/amounts were verified by FF M. Talley.

Secretary Weber reviewed the January financial statements, which were received after the February, with the Board. Two funds were not in balance but Weber has discussed the correction with the County. The February financial statements are under review and will be forwarded to the Board upon their completion.

Secretary Weber discussed the BIAS training, that she and Executive Assistant Stucky attended, with the Board and the new items (accounting/return to work/etc) that were presented. Both her and Ms. Stucky “thanked” the Board for allowing them to attend.

CORRESPONDENCE

Memo Chief Fortier:

Support Letters

Quincy Valley Hospital

Port of Quincy Intermodal

George Community Hall

SB5829 & HB 1912 – Volunteer Pension & Disability

Red Cross - FYI

CITY REPORT

Report stands as submitted.

Chief Fortier informed the Board that the City Station (#30) has a few items that need correction. The expected move in date is possibly April or May of this year.

CHIEF REPORT

Report/matrix stands as submitted.

Chief Fortier also reported on:

Subpoena received:

The district received a subpoena on March 11, 2019. The attorney and insurance agent have been notified.

Chief Fortier discussed a request he received for the usage of our live fire multi purpose training facility. Kristy Alberti with Forum Training & Consulting would like to use the facility to conduct confined space class. The terms were discussed along with receiving confirmation from our attorney and insurance carrier before moving forward.

Chief Fortier will report back on this in April.

Personnel

Jacob Gates, Gregory Berndt, Lane Ribail

The above were presented to the Board. It was **moved/seconded (KG/CY/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 reviewed with the Board the items that have been completed as well as the upcoming stages of the Station #37 project. Along with the review he presented a time frame for the project which will meet the dates as outline by the SIP grant.

Discussion on charging for hard copies of the spec's was approved at \$100.00 refundable.

Lorin Grigg Property – Update

Chief Fortier reported that he had spoken with previous district secretary Gene Reed about the St #32 and St #33 ownership/etc. These stations have deeded easements. Chief Fortier is in the process of working with Stewart Title to secure these documents.

Training Captain
Update

DC Leibelt informed the Board that the IAFF 4418 did receive and approve the MOU for the position/wages/etc. of the proposed Training Captain position.

The MOU was presented to the Board for their approval. As the Board had no questions/discussion/etc., it was **moved/seconded (KG/CY/all concurred)** to execute the presented MOU for the new classification of "Training Captain".

NEW BUSINESS

SIP No. 2019-01 Award Letter
Possible Execution

Included in the packets to the Board was the award letter from the Board of County Commissioners for the SIP 2019-01 Grant. This grant is for \$62,500 in grant and \$62,500 as a loan. The loan schedule is for 5 years with equal payments of \$12,500 per year beginning one year from the date the project is reimbursed by the County and ending with the final payment in the fifth year.

The Board recognizes the benefit of this grant with respect to the Station #37 project. As the Board had no additional questions/comments/discussion, it was **moved/seconded (KG/CY/all concurring) to executive the Award Terms and Conditions Acceptance document. Motion carried.**

MRSC
Resolution 19-03-01

Presented to the Board was a resolution to enter into an agreement with MRSC for the Roster of Public Works, Consultant and Vendor Roster.

Research into MRSC was started back in 2018 but the application date was missed. Secretary Weber discussed this with the Board and outlined the benefits of this membership. As the Board had no additional questions/comments/discussion, it was **moved/seconded (CY/KG/all concurring) to adopt Resolution 19-03-01. Motion carried.**

Transfer from Reserve Fund to
Construction Fund St#37
Resolution 19-03-02

Presented to the Board was Resolution 19-03-02 in the amount of \$200,000.00 which was reserved by the Board for St#37 project.

This transfer will allow upcoming purchases to be charged into the appropriate construction fund.

As the Board had no additional questions/discussion/etc., it was **moved/seconded (KG/CY/all concurring) to adopt Resolution 19-03-02. Motion carried.**

Surplus Equipment
Resolution 19-03-03
Resident Furniture

Chief Fortier discussed the surplus of resident furniture with the Board. As the Board had no additional questions/comments/etc. it was **moved/seconded (CY/KG/all concurring)**

to adopt Resolution 19-03-03 Resident Furniture. Motion carried with all concurring.

Burn Release

DC Leibelt reviewed the burn release for the Rylaarsdam house. DC Leibelt indicated that this house will be used for training scheduled later this spring.

As the Board had no additional questions/discussion, it was **moved/seconded (KGCY/all concurring) to execute the Burn Release as presented.**

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 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: EMS: 190301001 – 190301004 \$12,072.15; FIRE: 190302001 – 190302002 \$5,880.01; FIRE:190303001 – 190303063 \$102,359.04.

Payroll: 2/1-2/15/19 Pd 2/25/19
 2/16-2/28/19 Pd 3/10/19 24.5 O/T

Also, reviewed and approved with the vouchers.

EXECUTIVE SESSION

Chairman Yeates requested an executive session pursuant to RCW 42.30.110 (g) to evaluate the qualification of an applicant for employment. The Chairman requested the Commissioners, Chief Fortier and DC Leibelt in attendance. The session will be for 20 minutes until 11:20 AM.

Chairman Yeates reconvened the public meeting at 11:20 AM.

The Board discussed the applications received and reviewed. The Board recognized the great qualifications of those that applied and thanked them for their interest.

As the Board had no additional discussion, it was **moved/seconded (CY/KG/all concurred)** to extend the offer for the position of Training Captain to Lt. Hille, with wages to be set at \$68,424.98 and all other benefits as outlined in the bargaining agreement.

Being no further business, it was **moved/seconded (KG/CY/all concurring/motion carried) to adjourn** at 11:25 AM.

By Chairman: Carl K. Yeates

By Secretary: Samuel Blawie

Next regular scheduled meeting:

COMMISSIONER MEETING
WEDNESDAY, April 10, 2019
TIME: 9:30 AM