

GRANT COUNTY FIRE DISTRICT #3
Board of Commissioners
October 14, 2020

The regular scheduled meeting of the Grant County Fire District #3 Commissioner's was called to order by Chairman Yeates on October 14, 2020 – 9:30 a.m., at the District Main Station via Zoom.

Present: Chairman Yeates, Commissioner Williamson, Commissioner Zolman, Chief Fortier, Executive Assistant Weber (aforementioned attended by Zoom) DC Leibelt and District Secretary Stucky (at the main station).

Board of Trustee: Absent

Staff: FF Talley, FF Peters

Liaison: Absent

Public:

Volunteer: None

PRESENTATIONS/AUDIENCE

None.

APPROVAL OF CONSENT/ AGENDA

Presented to the Board was the consent agenda/agenda for the October 14, 2020. As the Board had no additional changes/correction, (consent agenda/agenda) it was **moved/seconded (AW/RZ/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 September 9, 2020 was approved. (**consent agenda**)

BOARD OF TRUSTEES

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

FINANCIAL REPORT

The September checks were verified against the cover sheet submitted; vendor names/amounts were verified by Firefighter Talley.

District Secretary Stucky received the August financial statements has reviewed and all funds and are balance. The report stands as distributed. (**consent agenda**)

CORRESPONDENCE

Firefighter/Mechanic Ross Massey – Resignation – FYI

WSRB - FYI

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 14th day of October, 2020 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:

EMS: 201001001 – 201001008 \$16,258.19; **FIRE:** 201002001 – 201002055 \$73,638.41; **FIRE:** 201003001 - 201003003 \$18,456.44.

Payroll: 9/1 – 9/15 Pd 9/25/2020
 10/1 – 10/15 Pd 10/10/2020

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

STAFF REPORTS

Deputy Chief/Asst. Chief/Equip/Training

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

Fire Marshal/Facilities

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

Adm. Asst.

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

Liaison

No report.

CITY REPORT

Report stands as submitted.

CHIEF REPORT

Report stands as submitted.

Chief Fortier informed the Board that preparation on the job description and a hiring packet for the open position is underway and will be completed and presented to the Board at the November commissioner meeting.

Commissioner Williamson inquired if hiring a full- time mechanic would better fit the needs of the district.

Personnel

Presented to the Board: Brenden Bell (resident), Alexander Blondin (resident) Andrew Nielson (volunteer).

It was moved/seconded (RZ/CY/all concurred) to accept the presented, pending background/verification. Motion carried with all concurring.

UNFINISHED BUSINESS

Station #37 Trinidad Update

Chief Fortier reported that the Department of Revenue sent notification that the has release the lien against St. #37 and the project is completed as bid.

Chief Fortier reached out to Roland Garza regarding the status on the appraisal on the adjacent property to St. #37. Garza replied that the appraisal should be completed and forwarded to the Chief by Friday. Once received, the Chief will forward the information to the Board.

Lorin Grigg Property – Update

Chief Fortier reported that the surveyor has completed the preliminary short plat and will continue moving the process forward.

110 C St. SW Quincy, WA

Executive session scheduled for this.

NEW BUSINESS

Policy and Procedure Update

Executive Assistant Weber presented the updated policy and procedure manual to the Board. She noted that there is still work to be conducted on the manual and as a living document changes will continually be ongoing. Weber wanted to acknowledge the tremendous participation from District Secretary Stucky, Administrative Assistant Bowling along with Chief Fortier and Deputy Chief Leibelt.

2021 Proposed Budget:

The 2021 Fire, EMS and Bond budgets were included in the board packet. District Secretary Stucky discussed the balanced budget with the Board indicating that the assessor figures used were preliminary.

District Secretary Stucky and Chief Fortier inquired with the Board a workshop of the presented budget. The Board agreed that this was not necessary.

The Public Hearing date was discussed and the Board will conduct the hearing on November 11, 2020 prior to the regular scheduled commissioner meeting. District Secretary Stucky will prepare and publish the required notice in the paper.

Chief Fortier discussed a wildland engine as a capital project for 2021 with the Board. The 5-ton wildland engine would have an estimate cost of \$120,000.00 and a request for the M 1083 chassis to DNR has been submitted. If awarded the chassis from DNR, the engine project would need to be in service within a year. The Board recognized the benefit of an additional wildland engine and directed Chief Fortier to move forward. In the event that the chassis is not awarded, Chief Fortier will inform the Board as this would change the cost of the project.

The second capital project discussed with the Board was the addition of resident rooms to St. #37. Chief Fortier reviewed a few of the items that would be required for this project, i.e. septic system, sprinkler system, water reservoir, etc. Chief Fortier estimates the cost to be around \$250,000.00. The construction fund current remaining balance from St.#37 is approximately at \$212,000.00. The Board recognized the benefit of the addition to St.#37 and directed the Chief to proceed with acquiring costs to do so and report back to the Board at the November meeting.

The addition to St.#37 may benefit the District with the upcoming WSRB review. Commissioner Williamson inquired as to the date of the review and Chief Fortier had this scheduled for March of 2021. Commissioner Williamson discussed delaying the date with the possibility that the resident addition could be completed and improve the District rating. Chief Fortier will make the call and reschedule for as late in 2021 as possible.

EXECUTIVE SESSION

Chairman Yeates requested two executive sessions:

In accordance with RCW 42.30.11 (1) C to consider the sale of real estate. Those in attendance; Chairman Yeates, Commissioner Williamson, Commissioner Zolman, Chief Fortier, Deputy Chief Leibelt, District Secretary Stucky and Executive Assistant Weber. The executive session will be for 10 minutes until 10:15 a.m. At 10:15 a.m. District Secretary Stucky informed the audience that the Board requested an additional 10 minutes until 10:25 a.m.

At 10:25 a.m. and in accordance with RCW 42.30.110 (1) G to review the performance of a public employee, the second session was called. Those in attendance: Chairman Yeates, Commissioner Williamson, Commissioner Zolman and Chief Fortier. The executive session will be for 15 minutes until 10:40 a.m.

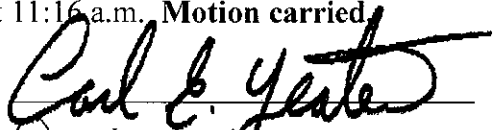
At 10:40 a.m. District Secretary Stucky informed the audience that the Board requested an additional 10 minutes until 10:50 a.m. Chief Fortier exited and Deputy Chief Leibel entered the session. At 10:50 a.m. District Secretary Stucky informed the audience that the Board requested an additional 10 minutes until 11:00 a.m.

At 11:00 a.m. District Secretary Stucky informed the audience that the Board requested an additional 15 minutes until 11:15 a.m. Deputy Chief Leibel exited the session.

Chairman Yeates reconvened the regular commissioner meeting at 11:15 a.m.

Being no further business, it was **moved/seconded (CY/AW/all concurring) to adjourn** the meeting at 11:16 a.m. **Motion carried**

By Chairman:



By: Secretary:



Next regular scheduled meeting:

NOVEMBER MEETING IS TUESDAY

2021 PUBLIC HEAR

COMMISSIONER MEETING

TUESDAY, November 10, 2020

TIME: 9:30 AM