

GRANT COUNTY FIRE DISTRICT #3
Board of Commissioners
July 8, 2020

The regular scheduled meeting of the Grant County Fire District #3 Commissioner's was called to order by Chairman Yeates on July 8, 2020 – 9:30 a.m., at the District Main Station via Zoom.

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

Board of Trustee: Absent

Staff: None

Liaison: Absent

Public: None

Volunteer: None

PRESENTATIONS/AUDIENCE

None.

APPROVAL OF CONSENT/ AGENDA

Presented to the Board was the consent agenda/agenda for the July 8, 2020. As the Board had no additional changes/correction, (consent agenda/agenda) it was **moved/seconded (AW/KG/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 June 10, 2020 was approved. **(consent agenda)**

BOARD OF TRUSTEES

No invoices received as of July 8, 2020.

FINANCIAL REPORT

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

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

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 8th day of July, 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: **CONSTRUCTION:** None; **EMS:** 200701001 – 200701008 \$15,672.65; **FIRE:** 200702001 – 200702052 \$53,592.69; **EMS:** 200703001 – 200703002 \$2,565.47; **FIRE:** 200704001 – 200704006 \$1,312.44 **FIRE:** 200705001 \$675.00. (**consent agenda**)

Payroll: 6/1 – 6/15 Pd 6/25/2020
 6/16 – 6/30 Pd 7/10/2020

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

Absent.

CITY REPORT

Report stands as submitted.

Chief Fortier reported that the City approved the Interlocal Agreement at their meeting last night and Mayor Worley will sign the document.

CHIEF REPORT

Report stands as submitted.

Personnel

Sam Hart – Reinstatement

It was **moved/seconded (KG/AW/ concurring)** to accept the reinstatement pending background/verification. **Motion carried.**

UNFINISHED BUSINESS

Station #37
Trinidad Update

Chief Fortier update as follows:

The retainage has been released by Labor and Industries; Employment Security has signed off also. The Department of Revenue received the documents from Knutson Construction on June 11, 2020 and should complete their review in 4 – 5 weeks.

Lorin Grigg Property – Update

Chief Fortier reported that the document was presented to Mr. Grigg and is under review by his attorney. Mr. Grigg seemed to have no issues with the easement and Chief Fortier will contact him to inquire into the status.

110 C St. SW Quincy, WA

Chief Fortier received the appraisal this morning at 8:30. This item will be discussed during executive session.

Commissioner Vacancy Update

A letter of interest was received by the Board from Randy Zolman and Chairman Yeates was contacted by Ed Bews. Chairman Yeates will contact Ed Bews and request a letter of interest. This will be placed back on the agenda for the August meeting.

NEW BUSINESS

Interlocal Cooperation Agreement
Grant County – Cares Act
Possible Execution

Distributed in the Board packet was the Interlocal Cooperation Agreement from Grant County. Chief Fortier reviewed the information with the Board. The district does have expenses that would qualify for reimbursement and additional expenses in the future. As the Board had no additional questions/comments, it was **moved/seconded (KG/AW/all concurring)** to execute the document. **Motion carried.**

COVID-19 Update

The COVID-19 Safety Plan was distributed in the Board packet. The plan was mirrored after the one received by WFCA and changes that align for the district were made. The document is distributed to all staff and has been placed in various areas of the district main station and outlying stations.

Deputy Chief Leibelt discussed a possible exposure with the Board and indicated that the plan was utilized.

Chairman Yeates expressed his appreciation on implementing the plan for the district.

As the Board had no additional questions/comments, the plan stands as presented.

Captain Hille

Captain Hille's letter of resignation (included in the Board packet) is effective as of July 31, 2020 pending completion of the hiring process. Via text (read by Executive Assistant Weber) Captain Hille expressed his appreciation to the Board for all the opportunities he has received at the District. (Captain Hille was absent due to an emergency wildland fire)

Executive Assistant Weber expressed her appreciation for Captain Hille and also Paula Hille who has been a long- time support division member and also a lead.

The Board thanked Captain Hille and Mrs. Hille for all their help and efforts to the District.

Propose Revised Policies:

1.1.3 –	Prevailing Directives	Resolution 20-07-01
1.1.4 –	Access to Public Records	Resolution 20-07-02
2.2.5 –	Service Delivery Level	Resolution 20-07-03
2.2.8 –	Newborn Baby Transfer	Resolution 20-07-04
6.1.1 –	General Facilities Use	Resolution 20-07-05
6.1.2 –	Housekeeping	Resolution 20-07-06
6.1.3 –	Property Equip. Care	Resolution 20-07-07
7.1.4 –	Inventory and Control	Resolution 20-07-08
7.2.2 –	Equip. and Vehicle Use	Resolution 20-07-09
7.2.3 –	Official Use of Dist. Veh.	Resolution 20-07-10
7.2.4 –	Fueling Procedure	Resolution 20-07-11
7.1.5 – NEW	Capital & Small/Attractive Assets	Resolution 20-07-12

Included in the board packet were the above-mentioned policies. Executive Assistant Weber reviewed the changes/revisions on each of those submitted to the Board. As the Board had no additional comments/corrections/changes, it was **moved/seconded (KGAW/all concurring) to adopt Resolution 20-07-01 through– 20-07-12. Motion carried.**

EXECUTIVE SESSION

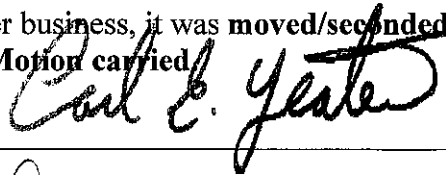
Chairman Yeates called the Executive Session in accordance with RCW 42.30.110 (1) (c) to consider the sale of real estate was requested. Those in attendance: Chairman Yeates, Commissioner Gardner, Commissioner Williamson, Chief Fortier, Deputy Chief Leibelt, District Secretary Stucky and Executive Assistant Weber. The executive session will for 15 minutes until 10:10 a.m.

The regular meeting was reconvened at 10:10 a.m.

Chairman Yeates did not request the executive session for RCW 42.30.110 (1) (h) – to evaluate the qualifications for a candidate for appointment to the open commissioner position.

Being no further business, it was ~~moved/seconded (KG/CY/all concurring)~~ to adjourn at 10:15 a.m. ~~Motion carried.~~

By Chairman:



By: Secretary:



Next regular scheduled meeting:

COMMISSIONER MEETING
WEDNESDAY, August 12, 2020
TIME: 9:30 AM