

GRANT COUNTY FIRE DISTRICT #3
Board of Commissioners
July 14, 2021

The regular scheduled meeting of the Grant County Fire District #3 Commissioner's was called to order by Chairman Zolman on July 14, 2021 – 9:30 a.m., at the District Main.

Present: Chairman Zolman, Commissioner Williamson, Commissioner Yeates, Chief Leibelt and District Secretary Stucky.

Board of Trustee: Absent

Staff: Lt. Talley

Liaison: Absent

Public:

Volunteer: Carmen Weber

PRESENTATIONS/AUDIENCE

None

APPROVAL OF CONSENT/ AGENDA

Presented to the Board was the consent agenda/agenda for the June 9, 2021 commissioner meeting. District Secretary Stucky informed the Board that a late invoice from Complete Designed was received and will be included in the vouchers. As the Board had no additional changes/correction, (consent agenda/agenda) it was **moved/seconded (AW/CY/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 9, 2021 approved. (**consent agenda**)

BOARD OF TRUSTEES

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

CORRESPONDENCE

Protection 1 – FYI Notice

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 14^h of July, 2021 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:** 210703001 12,420.67; **EMS:** 210701001 – 210701013 \$32,971.14; **FIRE:** 210702001 - 210702065 \$41,211.77;

Payroll: 6/1 – 6/15/2021 Pd 6/25/2021
 6/6 – 6/30/2021 Pd 7/10/2021

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

STAFF REPORTS

Assistant Chief/Facilities

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

Medical Service Officer

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

Fire Chief/Equip/Training

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

Adm. Asst.

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

Liaison

No report.

AGENDA ITEMS

FINANCIAL REPORT

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

District Secretary Stucky received the May financial statements has reviewed and the district figures are correct. District Secretary Stucky is currently working with the County regarding some issues on their figures.

CITY REPORT

Report stands as submitted.

Chief Leibel informed the Board that 3011 passed pump testing.

FIRE CHIEF REPORT

Report stands as submitted.

Chief Leibelt informed the Board that he did travel to the City of Moses Lake Fire Department along with mechanic Jim Stucky. He believes the engine would be a benefit to the District, will be available within the district budget and is waiting for the engine to be surplus.

Quincy Valley Medical Center is establishing an advisory board and has requested that he participate. He has accepted and believes this will benefit the district.

Chief Leibelt informed the Board that he and MSO Stucky will be meeting with Quincy Police Department to discuss the change in operation due to the new guidelines. He will keep the Board apprised.

Personnel

Proposed to the Board:

Julie Soelter – Support Division

Katrina Spence – St.#31

It was **moved/seconded (AW/CY/all concurring)** to accept the proposed pending background/verification. **Motion carried.**

UNFINISHED BUSINESS

Station #37

Trinidad Update

Chief Leibelt informed the Board that final items are being reviewed on the sprinkler system, generator, misc. items and things are moving to completion.

Lorin Grigg Property – Update

Chief Leibelt informed the Board that he and District Secretary Stucky met with Mr. Grigg to finalize the documents for signature.

NEW BUSINESS

2021 Budget Amendment

Resolution 21-07-01

District Secretary Stucky presented to the Board Resolution 21-07-01 Transfer of fund from General Fund to Reserve. The Board had no questions/comments, it was **moved/seconded (AW/CY/all concurring)** to authorize Resolution 21-07-01. **Motion carried.**

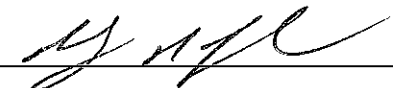
Administrative Assistant
Update

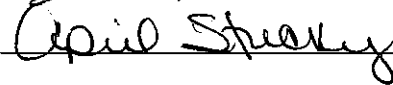
Chief Leibel informed the Board that the current administrative assistant has discussed retiring at the end of 2021. The timeframe for advertising will be late July to early August 2021 with a possible start possibly in September. The salary will be dependent on qualifications. The Board directed Chief Leibel to move forward with the process.

EXECUTIVE SESSION

None Requested.

Being no further business, it was **moved/seconded (AW/CY/all concurring) to adjourn** the meeting at 9:53 a.m. **Motion carried.**

By Chairman: 

By: Secretary: 

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

REGULAR COMMISSIONER MEETING

August 11, 2021

TIME: 9:30 AM