



Board of Commissioner Regular Meeting Minutes

The regular meeting of the Board of Fire Commissioners of Grant County Fire Protection District No. 8 was held at Fire Station 81, 510 E Government Road, Mattawa, WA on July 9, 2019. The meeting was called to order by Board Chair Scott Nesbit at 16:02 hours. The meeting was recorded.

The Pledge of Allegiance was spoken.

Commissioners present: Scott Nesbit, Debra Crain, Russell Brixey, and Richard Kummer. A quorum was established. Commissioner Paul Parker called prior to the meeting to say he was waiting for an important phone call and would be late. A motion was made to excuse Commissioner Parker's absence in case he missed the meeting. **Motion: Kummer, Second: Crain. Motion approved unanimously.**

Others present: Chief David Patterson and District Secretary Barbara Davis

There were no members of the public to welcomed and invited to comment.

The agenda was reviewed. A motion was made to approve the agenda as presented. **Motion: Crain, Second: Brixey. Motion approved unanimously.**

The Consent Agenda with Vouchers, Payroll, and Transactions was reviewed. Review and Approve Vouchers, Payroll, and Transactions: Vouchers were audited and certified by the auditing officer as required by RCW 42.24.080, and those expenses reimbursed claims certified as required by RCW 42.24.090, having been recorded on a listing that had been made available to the Board. A motion was made to approve the Consent Agenda as presented. **Motion: Kummer, Second: Brixey. Motion approved unanimously.** The documents were signed by the Board.

Commissioner Parker arrived at 16:07.

Chief's Report: Chief reviewed his written report.

1. Call Volume – June had 14 fire calls and 32 EMS calls for a total of 46 calls for the month, with a year-to-date of 275 calls.
2. Tender 810 – Chief reported that 810 was recently used on a fire and developed a grinding noise in the front end. He discussed options with Freightliner in Pacific and Enduris and it was agreed that it needed to go to Freightliner in Spokane. Davis Towing took it there yesterday. Chief said that Freightliner called for approval to do the repairs and stated they would send an estimate once they got into it. Chief gave more details on the mechanical issues and he said the District has incurred over \$2,200 in expenses trying to identify the issues, which should be reimbursable.
3. Fourth of July – Chief reported that it was quiet this year with only one call. Crews did rolling patrols in Mattawa and Desert Aire. He discussed radio protocols from MACC to reduce radio traffic/
4. Insurance Rating & Survey Bureau – Chief reported that the reviewing agent came on July 1 and was here about three hours. He didn't do station inspections. He stated he had all the data ready for the agent with improved response times and training records. He stated we would get the final report in six to eight weeks.

5. Desert Aire Owners Association Security and Safety Committee – Chief reported that he had a meeting with some of the committee members yesterday along with Grant County Emergency Management (GCEM). They discussed the Firewise Community (FEMA) Program. The committee was concerned about wildland exposures along the water front, but he stated his concerns were the common areas and greenbelts that are overgrown with large sagebrush and old tumbleweeds that create a fuel filled wick for fire behavior that is very close to residences. The committee is working with GCEM to develop an evacuation plan. He stated that they also discussed working with the PUD for options along the waterfront that might include a sprinkler system similar to the Wanapum Village at Priest Rapids Dam. There was more discussion on details.
6. New Brush Truck Tires – Chief stated the tires just arrived and they were brand new with a cost of \$275 each plus shipping.
7. Additional Brush Trucks – Chief handed out packets with examples of the new truck set up. He stated that the trucks are hard to come by in the open market. They are a 5-ton truck and would hold a 1250-gallon tank plus the pump and other gear. There was discussion on the mobility of the trucks vs. the current truck style, etc. Chief stated that he applied for an FMAG grant to recover some of the costs from the Buckshot Fire, which would be about \$20k if approved. He said he wanted to apply that money towards the new trucks. He said he aims to have them online for next fire season and would have Cascade Fire do the build so they would be consistent with other trucks. Commissioner Nesbit asked for an estimate before approving the purchase. Chief agreed and stated he wants six trucks so at least four would be functional.

Chief stated he had nothing further unless there were questions. There were no questions.

Business Manager/District Secretary's Report: Secretary Davis reviewed her written report.

1. Financial reports were reviewed. The reports were reviewed and there were no questions or comments.
2. Central Bonded Collectors Letter– Davis reported that our collection agency sent a letter explaining the changes in RCWs regarding medical billing collections. She said that the interest rate has been capped at 9% and accounts are not to be turned over to collections until the 121st day after initial billing rather than 90 days. There was discussion on details of billing.
3. Blood Drive - The next drive is scheduled for Tuesday, July 23, 2019, from noon to 5:00 pm.

She stated she had nothing further to add and there were no questions.

Unfinished Business:

1. Facilities – Chief stated that we met with Marcus from Architects West and another architect from Arizona that specialized in fire stations on 6/20/19. They brought revised floor plan options along with a site plan that was much closer to what we want. Marcus gave us a tighter timeframe for the project and felt that we could go to bid in November or December and break ground in January or February. There was discussion about the project. Chief mentioned that he received a phone call from Eric at TCA who was surprised that we fired him. There was discussion on the details of the conversation.
2. SAFER Grant – Davis reported that the status has not changed. She also reported that she responded to questions for clarification about 2 weeks ago.

There were no additional unfinished business items.

New Business:

1. Funds Management Policy – Davis reviewed the changes to the petty cash fund description and the reserve fund allocations. A motion was made to approve the revised POL 5.1.2 Funds and Financial Management policy as presented. **Motion: Kummer, Second: Brixey. Motion approved unanimously.**
2. Resolution 2019-002 Funds Transfer – EMS Fund to EMS Reserve Fund – Davis reviewed the resolution and there was no discussion. A motion was made to approve Resolution 2019-002 Funds Transfer – EMS Fund to EMS Reserve Fund as presented. **Motion: Kummer, Second: Crain. Motion approved unanimously.** The document was signed by the Board.
3. General Levy Lid Lift – Davis referenced the email from Brian Snure, attorney for the District, who drafted Resolution 2019-003 Resolution Providing for the Submission of Levy – General Election. There was discussion on the history of the general levy rates and past attempts to raise it. A motion was made to approve Resolution 2019-003 Resolution Providing for the Submission of Levy – General Election as drafted. **Motion: Kummer, Second: Parker. Motion approved unanimously.** The document was signed by the Board.

There were no additional new business items.

Additional Business: none.

Commissioner Nesbit asked if there was a need for an Executive Session. There was none.


Announcements & Upcoming Events

- Next meeting: August 13, 2019 at 16:00.

There being no further business before the Board, the meeting was adjourned at 17:39 hours.



Board Chair



District Secretary

8/13/19

Date

8/13/19

Date