



Grant County Fire District No. 8

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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 on May 9, 2023. The meeting was held in person and via Zoom. Information for the public to participate was posted on our website and on the door of the main station. The meeting was recorded by Zoom.

The meeting was called to order at 16:00 by Board Vice Chair Paul Parker.

The Pledge of Allegiance was spoken.

Commissioners present: Paul Parker, Scott Nesbit, Richard Kummer, and Russell Brixey (via Zoom). A quorum was established. Commissioner Debra Crain stated she would be out of town at the April meeting and was excused.

Others present: Chief Matt Hyndman, District Secretary Barbara Davis

The members of the public were welcomed and invited to comment. Josh Seanard, listing real estate agent for the Edgewater Way property.

The agenda was reviewed. A motion was made to approve the agenda as presented. **Motion: Nesbit. Second: Kummer. 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: Nesbit. Second: Kummer. Motion approved unanimously.** The documents were signed by the Board.

Chief's Report: Chief reviewed this written report. Call volume in April: 45 calls - EMS 44, Fire 5; two calls under from the same time last year. Chief gave an update on apparatus status and repairs on L81, E81, BR829, and Rescue 815. Chief stated that Rescue 815 could be moved to surplus status and sold soon. He said that Grant County has put together a HazMat team, but they have no truck. Commissioner Nesbit asked about the value of the truck and Chief replied that there a lot of the same trucks for sale around \$40,000, but they aren't selling. He suggested a value of \$30,000 to \$35,000. Chief stated there was nothing new to report for personnel. Chief reported that the EMT class was complete and all students passed their written and skills tests and some have already scheduled their national tests. Chief stated that the Washington State Fire Fighter's Association conference was next week and it was followed by the Washing Fire Chief's conference – both will be in Wenatchee. Josh Seanard reported that he had shown the DA house several times. He suggested lowing the price to \$399,900 through the Memorial Day weekend. Commissioner Brixey stated the price should be lowered to \$385,000 to see if it will get more interest. Seanard stated that would work as the offer we had on it was for that amount and the parties may still want the house. It was agreed to lower the price to \$385,000 before the Memorial Day weekend. Chief reported that the gear racks and ice machine have been installed at Station 82 and he will get the new signs installed once he is able to borrow a lift to install them. Chief stated that the storage area near Station 81 is

coming along; the containers have been moved and a local business donated the gravel. Commissioner Nesbit reported that a semi-truck and trailer were parking on the west edge of the Station 82 property. Chief stated he would see about posting some no parking signs. Chief said he had nothing further and there were no questions.

Business Manager/District Secretary's Report: Secretary Davis reviewed her written report and discussed the available financial reports. Davis reported that she had started the annual report and it was due May 30th. She reminded Commissioner Nesbit that he and Commissioner Crain were up for re-election and the filing would open next week for in person and online filing. Davis stated her hip replacement surgery went well and she was cleared to return to work on May 1st, but would have to wait two more months before returning to field work. She had nothing further and there were no questions.

Unfinished Business:

1. Policy Reviews and Updates –
 - a. Vacation Policy - Davis provided the Board with a copy of the vacation policy from the Employee Handbook. There was discussion on the details and how many days to allow to be carried over year to year. It was proposed to allow administrative staff to carry over 5 days into the new year and take no more than two weeks at a time. It was suggested to make it effective when the career staff's collective bargaining agreement was due to be renewed. No decisions were made.
 - b. Volunteer Handbook – Davis reviewed the handbook as well as the laws and logic behind it. There was discussion on the details. Davis was directed to send the draft document to Brian Snure for review.
 - c. Travel Policy – Davis provided a copy of the old, undated travel policy for review. She suggested the policy be rewritten and updated to allow per diem rates. Ambulance meals were discussed as well. She requested the board members review the packet and bring ideas for discussion next month.
2. Strategic Planning Updates
 - a. Facilities Updates –
 - i. Station 81 Storage Area – In Chief's report
 - ii. Shop Building - Chief stated he had nothing new to report. He had gotten aerial photos and was working on a cost analysis.
 - b. Apparatus & Equipment Updates – Chief reported that the generator was out of warranty and we have no maintenance agreement in place. He stated there was a lot of things wrong with the generator and it was currently non-functional. He provided a proposed service agreement for review and there was discussion on the details. A motion was made to authorize Chief Hyndman to execute the agreement and Davis was directed to modify the budget accordingly. **Motion: Nesbit. Second: Kummer. Motion approved unanimously.**
 - c. Staffing Plan – none

New Business: None

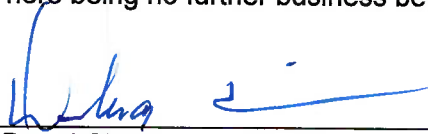
Additional Business: None

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


Announcements & Upcoming Events

1. Next regular meeting: June 13, 2023 at 16:00 via Zoom and in person. Commissioner Nesbit stated he would not be at this meeting as he would be out of state.

There being no further business before the Board, the meeting was adjourned at 17:44 hours.



Board Chair



District Secretary

6-13-23

Date

6/13/23

Date