



## 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 July 9, 2024. 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 Chair Russell Brixey.

The Pledge of Allegiance was spoken.

Commissioners present: Russell Brixey, Scott Nesbit, Paul Parker, Richard Kummer (via Zoom), and Debra Crain. A quorum was established.

Others present: Chief Matt Hyndman, District Secretary Barbara Davis, FF/EMT Darryl Hudson

There were no of the public in attendance to be welcomed and invited to comment.

The agenda was reviewed. A motion was made to approve the agenda as presented. **Motion: Crain. Second: Nesbit. 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. Davis stated that Chief had marked the AP vouchers that were grant related. Commissioner Crain asked if there had been any complaints about the reader board at Station 82. Chief replied that there was one, but when he explained that it was purchased with grant funds and the complaint was withdrawn. There was discussion on the reader board. There was no further discussion and no questions. A motion was made to approve the Consent Agenda as presented. **Motion: Crain. Second: Parker. Motion approved unanimously.** The documents were signed by the Board.

**Chief's Report:** Chief reviewed this written report. Call volume in June: 47 calls - EMS 35, Fire 12. He said there were 279 calls at the end of June last year and this year we were at 276 calls. Chief reported that he was working on BR829 still and he's waiting for parts for BR837's steering box. He reported that Brindle Mountain had no buyers for the surplus vehicles. Chief stated we were awarded a D6T dozer through the PPMS program and it will need some work. He stated that we were also awarded a tactical dozer with rubber tracks that's the size of a D5 dozer. It has low hours on it. He reported that he has been able to get some expensive parts through the PPMS program at no cost. Chief reported that Abe Gonzalez passed his national EMT test and we need more residents. Chief stated that training is the weekly drills for the summer. Chief reported on facilities maintenance with weed spraying ongoing. He stated that earthwork plans for the shop have been adjusted and should be good now and the LED reader board for Station 82 was installed. Chief reviewed the status of our grant applications. He stated that we were awarded the \$10,000 PPE grant from DNR and reimbursements have been submitted to AFG and DNR for about \$63,000. He stated he used the PPMS program to some wildland bandanas and a pallet of mechanics nitrile gloves. Chief told the Board that he would be out tomorrow for a kidney stone procedure. 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 submitted the Medicare Ground Ambulance Data Collection Report. Davis stated that she and Chief had submitted the notice of withdrawal to Enduris on June 27, 2024. There was discussion on insurance. Davis let the Board know she would be on vacation July 18-22. She had nothing further and there were no questions.

**Unfinished Business:**

1. Policy Reviews and Updates: POL 5.1.2 Funds and Financial Management – Davis recommended that the policy be updated to have allocated values for salaries and benefits, operating expenditures, and reserves for apparatus and equipment replacement. There was discussion on the allocations. A motion was made to approve POL 5.1.2 Funds and Financial Management as presented. **Motion: Crain. Second: Nesbit. Motion approved unanimously.**

**New Business:**

1. 2024 Budget Amendment: Davis presented the amendment and explained the changes. The changes were to correct the beginning balances, levy amounts, update grant revenues and expenditures, modify specific expenditure line items based on trending. There was discussion on the changes. A motion was made to approve the 2024 Budget Amendment as presented. **Motion: Parker. Second: Kummer. Motion approved unanimously.**
2. Resolution 2024-002 Transfer from General Operating Fund to Reserve Fund: Davis reviewed the financial management policy that supported transferring funds from the operating fund into reserves. A motion was made to approve Resolution 2024-002 Transfer from General Operating Fund to Reserve Fund in the amount of \$385,492.82 as presented. **Motion: Nesbit. Second: Crain. Motion approved unanimously.**
3. Resolution 2024-003 Transfer from General Reserve Fund to Building Fund: Davis reviewed the financial management policy that supported transferring funds from reserves into the building fund for capital construction projects. A motion was made to approve Resolution 2024-003 Transfer from General Reserve Fund to Building Fund in the amount of \$169,147.24 as presented. **Motion: Nesbit. Second: Parker. Motion approved unanimously.**

**Additional Business:** None

Commissioner Brixey asked if there was any reason for an executive session and there was none.

**Announcements & Upcoming Events**

1. Next regular meeting: August 13, 2024 at 16:00 via Zoom and in person. Commissioner Brixey stated he would be out of town and he asked Vice Chair Commissioner Nesbit to run the meeting.

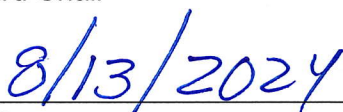
There being no further business before the Board, the meeting was adjourned at 16:38 hours.



Board Chair



District Secretary



Date



Date