



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 14, 2020. Gubernatorial Proclamation 20-28 regarding open public meetings act and public records act prohibits in person meetings. This meeting was telephonic in compliance with the proclamation. The meeting was held via conference call and information for the public to participate was posted on our website and on the door of the main station on April 2, 2020. The meeting was not recorded.

The meeting was called to order at 16:05 by Board Chair Russel Brixey.

The Pledge of Allegiance was not spoken.

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

Others present: Chief David Patterson, District Secretary Barbara Davis

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

The agenda was reviewed. A motion was made to approve the agenda as presented. **Motion: Kummer, 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. A motion was made to approve the Consent Agenda as presented. **Motion: Kummer, Second: Crain. Motion approved unanimously.** The documents were signed by the Board in the days after the meeting.

Chief's Report: Chief reviewed his written report.

1. Call Volume – June had 8 fire calls and 34 EMS calls for a total of 40 calls for the month. Chief stated there were 256 calls year to date and at this time last year, there were 258 calls.
2. 4th of July – Chief reported that we had a few wildfires, but no injuries were reported. He stated that the DA HOA was considering not allowing fireworks in the park in the future. There was discussion on this.
3. Saddle Mountain Fire – Chief reported that we had our first large wildland fire of the season (in the State as well) on State and Federal ground. He stated that there was a good volunteer turn out and there were no major breakdowns.
4. COVID-19 – Chief stated that there has been a huge increase in positive patients in the area and that it is becoming difficult to find PPE at a reasonable price so we are exploring options.
5. Training – Chief reported that training resumed in June and there has been good attendance.
6. New Protocols – Chief stated that he took the protocol test yesterday so now he can proctor the test. He has set up a class for the new medications as well.
7. New Ambulance – He reported that 896 will be ready at the end of August.
8. Burn Ban – It is in effect until the end of September and he reporting getting good compliance from the community.

Chief stated he had nothing further to add and unless there were questions. Commissioner Nesbit stated that we needed to talk with the Desert Aire Board about fireworks in the park. Chief stated he had already spoken with them. There was more discussion on the topic, then there were no further questions or comments.

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

1. Financial reports were reviewed. There were no questions or comments.
2. Blood Drive – Davis stated that the next Red Cross blood drive would be on Thursday, July 30, 2020 from 12:30 pm to 5:30 pm.

Davis stated she had nothing further and there were no questions.

Unfinished Business:

1. Facilities –
 - a. Station Report – Chief reported the following:
 - i. Building permit – Chief reported that Grant County Planning delivered the building permits at the end of June and work commenced the following week. He reported that the foundation footings had been poured and the stem walls were being formed up with plans to pour them next week. Once they are done, the plumber and electricians will start prepping the slab. Excavation continues with the catch basing installation and dirt being moved as needed. Materials arrive almost daily.
 - ii. Project Financing – Davis reported that the State Treasurer's office locked in an interest rate of 2.2%, which was considerably better than their "worst case" scenario of 5% that was used for budgeting purposes. The loan closes on July 21, 2020 with funds available right away for reimbursement of expenditures. Davis stated that she had asked Brian Snure to compose a draft resolution for the Board's consideration with regard to receipt of loan proceeds and disbursement of payments on the loan. The draft document was reviewed. Davis stated that Snure recommended that the repayment schedule be attached to the resolution as an exhibit. She stated that she would present a revised draft resolution to the Board next month once she received the repayment schedule.
2. Grants –
 - a. SAFER Grant – Davis reported that FEMA opened up payment requests for submittal at the end of June and she submitted one for November 2019 on June 26, which was approved July 7 and paid July 9. She stated only one pay request could be in the system at a time, so she would continue to submit requests by month until they are current.
 - b. SCBA Grant – Davis reported that there has been no news on this grant.
3. Policy Reviews and Updates – Davis stated that this project has been tabled until face-to-face meetings were allowed again.

There were no additional unfinished business items.

New Business:

1. Budget Amendment and Resolution – Davis presented a 2020 budget amendment and resolution for consideration. She stated that most of the changes were to correct beginning balance and revenue amounts and update expenditures based on trending. The Board reviewed the documents and a motion was made to accept the amendment and Resolution 2020-002 Budget Amendment as presented. **Motion: Parker, Second: Kummer. Motion approved unanimously.**
2. Funds Transfers and Resolutions – Davis reviewed Policy 5.1.2 Funds Management with the Board. She stated that in compliance with the policy, she was presenting the following funds transfers resolutions.
 - a. General Fund to Reserve Fund – Davis presented Resolution 2020-003 Funds Transfer from General Fund to Reserve Fund to move \$314,315.86 from the General Operating Fund to the Reserve Fund. A motion was made to approve Resolution 2020-003 Funds Transfer from General Fund to Reserve Fund as presented. **Motion: Kummer, Second: Nesbit. Motion approved unanimously.**
 - b. EMS Fund to EMS Reserve Fund – Davis presented Resolution 2020-004 Funds Transfer from EMS Fund to EMS Reserve Fund to move \$242,846.75 from the EMS Operating Fund to the EMS Reserve Fund. A motion was made to approve Resolution 2020-004 Funds Transfer from

EMS Fund to EMS Reserve Fund as presented. **Motion: Kummer, Second: Crain. Motion approved unanimously.**

- c. Reserve Fund to Building Fund – Davis presented Resolution 2020-005 Funds Transfer from Reserve Fund to Building Fund to move \$273,185.86 from the Reserve Fund to the Building Fund. A motion was made to approve Resolution 2020-005 Funds Transfer from Reserve Fund to Building Fund as presented. **Motion: Nesbit, Second: Kummer. Motion approved unanimously.**
- d. EMS Reserve Fund to Building Fund – Davis presented Resolution 2020-006 Funds Transfer from EMS Reserve Fund to Building Fund to move \$178,840.22 from the EMS Reserve Fund to the Building Fund. A motion was made to approve Resolution 2020-006 Funds Transfer from EMS Reserve Fund to Building Fund as presented. **Motion: Kummer, Second: Crain. Motion approved unanimously.**

Additional Business: Commissioner Brixey asked about the spike in COVID-19 cases. Chief stated that there is more widespread testing, more parties like after graduation, and more H2A workers in the area.

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

Announcements & Upcoming Events

- 1. Next meeting: August 11, 2020 at 16:00.
- 2. Davis stated that all WFCA and WFC events schedule through the end of the year have been canceled.
- 3. Blood Drive: July 30, 2020 from 12:30 pm to 5:30 pm


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




Board Chair



Date



District Secretary



Date

