



## 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 August 9, 2022. 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 on November 4, 2020. The meeting was recorded by Zoom.

The meeting was called to order at 16:00 by Board Vice Chair Debra Crain.

The Pledge of Allegiance was spoken.

Commissioners present: Debra Crain, Paul Parker, and Russell Brixey. A quorum was established. Commissioner Nesbit was out of town and Commissioner Kummer was ill. A motion was made to excuse Commissioners Nesbit and Kummer. **Motion: Parker. Second: Crain. Motion approved unanimously.**

Others present: Chief Matt Hyndman, District Secretary Barbara Davis, FF Rolando Rivera and his family.

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

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

**Oath of Office:** Chief Hyndman introduced our new hire, Rolando Rivera. He then administered the oath for him. The Board congratulated him.

**Chief's Report:** Chief reviewed this written report.

Call volume in June: 67 calls - EMS 53, Fire 14 and YTD 353. Chief said this is 10.03% above the average and only 5.1% above last year at this time. July was up 28.8% from last year.

Chief reported up the build progress for the new 6x6 and repairs being done on 898, 828, and 821. He updated the Board on personnel changes with FF Rivera replacing Jack Wutzke on a conditional offer giving him six (6) months to get his EMT certification. He also reported that we have several resident firefighter applicants and planned to schedule interviews soon. Chief asked the Board if they had a bottom dollar amount for the DA house. There was discussion on this. He asked the Board for ideas on topics for the Levy video. There was a little discussion then he suggested they let him know their ideas outside of the meeting. Commissioner Parker asked about watering the lawns during the day and Chief replied that the irrigation system had so many zones that they ran nearly constantly. There was discussion on this. Chief said he and nothing further and there were no further questions.

**Business Manager/District Secretary's Report:** Secretary Davis reviewed her written report and discussed the available financial reports. Davis stated that she and Chief had worked on the budget amendment and they would present a draft at the Strategic Planning meeting next week. She reported that SDW was working on revalidating our agency with Medicare and she needed signatures from the Board. Davis stated that the Grant County Health District was providing a case of COVID home tests in the next few weeks. Davis asked the Board if she could buy out some of her vacation time. She stated the vacation policy did not have an early buy-out option. Commissioner Parker said he thought the policy required employees to take a certain amount each year. Davis stated the policy in the employee manual only stated how vacation is earned and what the buy-out conditions on termination of employment. Davis stated she had about 10 weeks of vacation, which is the maximum, and thought to buy-out two to three weeks. Commissioner Crain directed her to buy-out four weeks. Davis stated she would be on vacation the week of August 22, 2022. Davis stated she didn't have this in her report, but she reminded the Board of the Commissioner's conference in October and she stated the Board members had service milestones. Commissioner Parker had 55 years of service, Commissioner Nesbit had 12 years of service, Commissioner Crain had 11 years of service, Commissioner Kummer had ten years of service, and Commissioner Brixey had nine years of service. She stated she would enter those with more than 10 years of service for recognition at the conference. She had nothing further and there were no questions.

**Unfinished Business:**

1. Facilities –
  - a. Station 82 Security – Chief stated most of the parts were in and he was waiting for one more part before he could install the cameras. The door security would take a little more time.
  - b. Water Softener System for Station 81 – Chief led the discussion on this topic and he stated that the very hard water was causing damage to fixtures and would cause failure of equipment sooner than it should. There was discussion on water source issues with the Port. Chief presented the quotes and stated that a plumber would need to be hired as well. There was discussion on the quotes. A motion was made to accept the Tri Cities Water Store quote in the amount of \$9,768.57 and authorize Chief to hire a plumber. **Motion: Parker. Second: Brixey. Motion approved unanimously.**
  - c. SR 243 S Passing Lane – Commissioner Parker asked Chief if there was any more talk with DOT about a passing lane for the fire station. Chief replied that he hadn't had any specific conversations with DOT about it, but he knew of a future project to widen SR 243 S, although he didn't know the timing of the project.
2. Grants –
  - a. Training Grant – Davis reported that this grant was still in the review process and amended based on feedback from the review team.
  - b. Truck Grant – Chief reported that DNR was providing additional grant dollars fore building the new 6x6. The grant went from \$15,000 to \$17,000.
3. Policy Reviews and Updates – None
4. Strategic Planning Workshop – Scheduled for Monday, August 15, 2022 at 16:00.

**New Business:** None

**Additional Business:** None

Commissioner Crain asked if there was a reason to go into executive session. There was none.

**Announcements & Upcoming Events**

1. Next meeting: September 13, 2022 at 16:00 via Zoom and in person
2. Special Meeting for Strategic Planning of Apparatus and Equipment: August 15, 2022 at 16:00.
3. Hot Desert Nights on Saturday, August 13, 2022.

There being no further business before the Board, the meeting was adjourned at 16:53 hours.

  
Board Chair

  
District Secretary

9/13/2022  
Date

9/13/2022  
Date