



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 13, 2025. 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 Chair Commissioner Russell Brixey.

The Pledge of Allegiance was spoken.

Commissioners present: Russell Brixey, Scott Nesbit, Joshua Seanard, Richard Jenkin, and Debra Crain. A quorum was established.

Others present: Chief Matt Hyndman, District Secretary Barbara Davis

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

Approval of Agenda: The agenda was reviewed. A motion was made to approve the agenda as presented. **Motion: Jenkin. Second: Seanard. Motion approved unanimously.**

Consent Agenda: The Consent Agenda with Vouchers, Payroll, and Transactions was reviewed. 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 was made available to the Board. A motion was made to approve the Consent Agenda as presented. **Motion: Jenkin. Second: Seanard. Motion approved unanimously.** The documents were signed by the Board.

Chief's Report: Chief reviewed his written report. Call volume in April: 48 calls - EMS 38, Fire 10; this is about 2% higher than last year. Chief reported on apparatus repairs and maintenance for various apparatus. Chief stated we were fully staffed and FF/EMT Roberts was accepted into the paramedic program at CBC and would start in June. Chief reviewed the completed trainings and the training schedule then highlighted the Wenatchee Fire School this month as the best value for the quality of training offerings. Chief stated shop/garage project was on hold due to the bids coming in higher than we budgeted. He stated that he will be meeting with a different engineer at the end of the month. Chief gave an update on the HVAC system. Chief reviewed the status of the DNR grant awards and applications, as well as the FEMA apparatus grant application. Chief stated his shoulder surgery went well and he would be on four to six months of light duty. Chief announced that the volunteers were having their annual pancake breakfast fundraiser on May 24 at Station 82. Chief said he had nothing further. There were no questions.

Business Manager/District Secretary's Report: Secretary Davis reviewed her written report and the financial reports. Davis stated she was working on the annual report and it was nearly ready to submit. Davis reported that she had given all commissioners and Chief access to the Meetings Google Drive folder and she explained how the subfolders were organized. Davis stated that she confirmed candidate registrations for Commissioners Seanard, Jenkin, and Brixey. Davis reported that she attended two Snure seminars on employment and has started updating the Employee Handbook to ensure it is compliant with current employment and tax laws as well as the Fair Labor Standards Act.

She stated she would send the draft document to Brian Snure for legal review before presenting it to the Board for review and approval. Davis reported that an insurance salesman came by a few weeks ago with information about a "serious illness" policy that was specific for cancer and heart attack illnesses. She requested information from our insurance agent and would report findings once received. There was discussion on air ambulance insurance and Davis stated the Airlift NW membership was processed in April. There was discussion on adding Lifelight membership as well. She had nothing further and there were no questions.

Unfinished Business: None

New Business:

Davis reviewed the funds management policy regarding the balances in the general and EMS operating funds as well as moving funds into the building fund as needed. She presented resolutions to move funds accordingly.

1. Resolution 2025-001 Funds Transfer from General Fund to Reserve Fund – A motion was made to approve Resolution 2025-001 Funds Transfer from General Fund to Reserve Fund in the amount of \$197,294.95. **Motion: Nesbit. Second: Crain. Motion approved unanimously.**
2. Resolution 2025-002 Funds Transfer from EMS Fund to EMS Reserve Fund – A motion was made to approve Resolution 2025-002 Funds Transfer from EMS Fund to EMS Reserve Fund in the amount of \$163,116.32. **Motion: Nesbit. Second: Seanard. Motion approved unanimously.**
3. Resolution 2025-003 Funds Transfer from General Reserve Fund and EMS Reserve Fund to Building Fund – A motion was made to approve 003 Funds Transfer from General Reserve Fund and EMS Reserve Fund to Building Fund in the amount of \$178,958.58 from the General Reserve Fund and \$129,209.21 from the EMS Reserve Fund into the Building Fund. **Motion: Nesbit. Second: Jenkin. Motion approved unanimously.**

The Board signed the resolutions.

Additional Business:

Commissioner Nesbit commented that the weed control at Station 82 looked good.

Executive Session: None

Announcements & Upcoming Events

1. Next regular meeting: June 10, 2025 at 16:00 via Zoom and in person.
2. Volunteer Pancake Breakfast: May 24, 2025 from 8:00 to 12:00.


There being no further business before the Board, the meeting was adjourned at 16:42 hours.




Board Chair



District Secretary



Date



Date