

# Cowlitz 911 Public Authority Board of Directors

## Regular Meeting Minutes

December 11th, 2019

### Attendance

**Board Members:** Alan Headley; Kurt Sacha; Deborah Pineda (alternate, voting); Brad Thurman; Chet Makinster; Scott Neves; Joe Gardner; Andy Hamilton; Vic Leatzow

**Staff:** Phil Jurmu; Rachael Fair; Frank Randolph (Legal Counsel); Briana Harvill;

**Guests:** Bill Lemonds; Brandon Poff; Darr Kirk; Chris Tate; Andrew Chyterbok

**Board Members Absent and No Alternate:**

### 1. Call to Order and Introductions

Joe Gardner called the meeting to order at 10:01 AM

### 2. Approval of the Agenda

Executive Session to evaluate the performance of a public employee and a second executive session for lease or purchase of real estate.

Leatzow made a motion to approve the agenda. Thurman seconded; all in favor, motion carried.

### 3. Approval of the Meeting Minutes 11/27/19

Neves made a motion to approve the 11/27/19 meeting minutes. Leatzow seconded; all in favor, motion carried.

### 4. Public Comment

None.

### 5. Payables

**The following transactions are approved as presented**

ACCOUNT	TRANS NUMBER	AMOUNT
Payroll 12/05/19	1328-1364	\$118,772.70
Claims 11/27/19	1314-1326	\$33,845.46
TOTAL		\$152,618.16

Headley made a motion to approve the payables as presented. Neves seconded; all in favor, motion carried.

### 6. Resolutions

No resolutions to discuss. There will be one to appoint a PR officer.

### 7. Cowlitz County Lease Agreement

Gardner will abstain from the voting. There is an early out provision in the contract. Headley made a motion to approve the lease agreement with Cowlitz County. Sacha seconded; all in favor, motion carried.

### 8. Approval of Amendment to the Professional Services Agreement- Rice Fergus Miller

The amendment was to include Site E. Neves made a motion to approve the amendment to the professional services agreement with Rice Fergus Miller. Leatzow seconded; all in favor, motion carried.

### 9. Mt. Solo Lease Agreement (moved to Executive Session)

### 10. Approval of Motorola Contract

The Motorola contract was presented to the board. Headley moved to approve the Motorola Contract including the three upgrades (SUA, Maintenance, Security Upgrade). Makinster seconded. There was extensive discussion.

The vote was 8 in favor with Leatzow voting against, motion carried.

## **11. Director's Report**

### **A. Facility**

#### **i. Pre-App meeting with Longview recap:**

We will need to go to the appeals board to get accepted on the site. We will also have to get a special use permit.

#### **ii. Geo-Tech work:** Jurmu proposed taking on the Geo-tech cost for the part of the property that Longview Fire would occupy. Leatzow made a motion to approve the additional cost which would be around \$30,000 total for both entities. Neves seconded; Sacha and Makinster abstained. All in favor, motion carried. This will be done on the 19<sup>th</sup> and 20<sup>th</sup> of this month. Pineda left at 10:43.

#### **iii. New/Update agreement for design work**

Jurmu will look into either drafting an RFQ for design or seeing if we can continue on with Rice Fergus Miller.

### **B. Staffing Update**

We still have three in training. We have also received a memo from the guild. They are working on separating the records department so the contract will only be with Cowlitz 911 Dispatch.

## **12. Old Business**

None

## **13. Board Comments/Board Committee Reports**

Law Users will meet next wed.

## **14. Executive Session: Performance of a public employee**

The board entered into executive session at 11:02 for 5 minutes. They requested a 5 minute extension. Open session resumed at 11:12.

Thurman made a motion to approve the wages for the executive director to be \$120,000 and the vacation accrual to be 240 hours. Makinster seconded; all in favor, motion carried.

## **15. Executive Session: Lease or purchase of real estate if there's a likelihood that disclosure would increase the price**

Leatzow expressed no further interest in the property.

The board entered into executive session at 11:17 for 10 minutes.

Open session resumed at 11:27.

Neves made a motion to pursue a Mt. Solo lease agreement with a request for right of first refusal..

Leatzow seconded; All in favor, motion carried.


## **16. Adjournment**

Meeting adjourned at 11:29 AM

## **17. Closed Meeting (If Needed)**

18. Next Meeting on Dec 25<sup>th</sup> was canceled. The next meeting will occur on January 8<sup>th</sup>, 2020.

  
Joe Gardner, Chair

ATTEST:  
  
Rachael Fair, Clerk of the Cowlitz 911 Board