



GOVERNANCE BOARD MEETING MINUTES

July 12, 2018

Call Meeting to Order:

The South Beach Regional Fire Authority Governance Board Meeting was called to order by Board Chairperson, Alfred Schroeder representing Commissioner District Four at 5:00 PM. The meeting was held at 506 N. Montesano Street, Westport, WA. In attendance were the following Board Members: David McLellan representing Commissioner District Three, Tom Bearden representing Commissioner District Two, Sam Schlegel representing Commissioner District Five, Bob Parnell, Vice Chairperson representing Commissioner District One. Chief Art Cole was present on the phone. Governance Board Secretary Diane McNett was absent. Teresa Hart, Governance Board Secretary was present.

Flag Salute:

The Pledge of Allegiance was recited.

Agenda Modifications:

Secretary Hart noted that there were the following agenda modifications:

- a. Under 14b. Door photo eye.

Announcements, Proclamations, and Presentations:

None.

Public Comments:

None.

Consent Agenda:

- a. Approval of Minutes from June 14, 2018 meeting. Bob Parnell made a motion to approve the June 14, 2018 meeting as presented. Motion seconded by Sam Schlegel. Motion carried.
- b. Approval of Special Meeting Minutes from June 21, 2018. A motion was then made by David McLellan to approve the Special Meeting Minutes from June 21, 2018 as written. Motion seconded by Sam Schlegel. Motion carried.
- c. Motion made by Bob Parnell to approve for payment the payroll from 7-1-18 to 7-31-18 in the amount of \$98,628.93. Motion seconded by David McLellan. Motion carried.
- d. Motion made by David McLellan to authorize Voucher 2018-279 through Voucher 2018-317 totaling \$64,193.01. Motion seconded by Bob Parnell. Motion carried.
- e. Sam Schlegel made a motion to approve Resolution 2018-08: Grays Harbor County Multi-Jurisdiction Hazard Mitigation Plan. Motion seconded by Bob Parnell. Motion carried.
- f. Bob Parnell made a motion to approve Resolution 2018-09 as written. Motion seconded by Sam Schlegel. Motion carried.
- g. Bob Parnell made a motion to approve Resolution 2018-10 as written. Motion seconded by Sam Schlegel. Motion carried.

BOARD COMMITTEE REPORTS:

- a. Contract Committee: Grays Harbor Transit has paid their share. We are waiting for responses and/or payment from the balance that was invoiced.

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- b. Update on progress on Fire Chief Position-Bob Parnell/Fred Schroeder: The committee was comprised of Fred Schroeder, Bob Parnell, BC Benn and Diane. They put together an advertisement regarding the position-3 publications were contacted. BC Benn stepped down from the committee as it could possibly have been a conflict of interest, should BC Benn decide to apply for the position. Dave McLellan questioned whether the application and job listing should have been presented to the board first, for approval before being released to the public listings. Fred stated the board had approved the posting at the special meeting. It is posted on the South Beach RFA website. Sam questioned the hours that will be required of the chief position. This can be easily discussed with the Chief once the contract is written. Sam also wondered about phoning the office at noon, for example, and not able to reach anyone. Teresa explained that Diane and she let the crew know if they are going to be gone to the post office and/or bank but that there are times we cannot answer the telephone.
- c. Bob Parnell stated that the citizen letter has been sent out. Teresa stated she had received phone calls regarding confusion about what the letter was for. She explained that this was sent to all registered voters and it was due to the posting of the County, not clarifying the taxes. Bob questioned this as he thought it was sent to the property owners. Teresa stated we can't get a list of the property owners but are able to receive the addresses of registered voters.

BOARD MEMBER REPORTS:

Commissioner District One Bob Parnell: Bob stated that in preparation of the 4th of July Tokeland parade, there are magnetic logos printed with the South Beach RFA logo.

Commissioner District Two Tom Bearden: No report.

Commissioner District Three David McLellan: No report.

Commissioner District Four Fred Schroeder: No report.

Commissioner District Five Sam Schlegel: Brian Schlegel has replaced Don Hatton. Flagpole is still not in place. Art stated he didn't have the manpower to do it but will get it done. Fire danger sign is not fixed and would like it working, stated Sam. Art stated it will be completed tomorrow.

EXECUTIVE SESSION: FOR A TOTAL OF UP TO 60 MINUTES—TIME WAS 5:30 PM---Bob Parnell stated he was excusing himself and not coming back after the executive session. Noted by Bob was that he was voting Yes on 14 a and b and would sign the resolutions. POSSIBLE ACTION TO BE TAKEN.

RECONVENE AT 6:00 PM WITH NO ACTION TO BE TAKEN:

CHIEF'S REPORT:

- Chief Cole stated the cost of the department van is 24.5 cents per mile based on 10,000 miles a year.
- We have one long term disability.
- On July 4th, we had North and South divisions with 8 members per division with NO FIRES. Two patients were airlifted to Harborview Medical Center. Also, on July 1st and July 4th we had sleepers at North Cove. Sam wondered if when the power lines were down on Smith Anderson Road, should we have sent flaggers. Art stated no that is the responsibility of the PUD, if they would have activated 911, that would have been different.
- Rig Update: We have E311 back and we are testing it. Tender is still being repaired and will be two weeks before we get it back.
- Auction Update: Gross sales of \$20,500. We should net around \$16,000 plus \$1400 in local sales.
- Wildland Deployment: B311 has been out close to two weeks and waiting for an update. The rig has been deployed.

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- Mailed out over 2600 mailers. 4X8 signs will go out on July 20th when the ballots are sent.

DEPARTMENT REPORTS:

Board for Volunteer Fire Fighter meeting report: The Board for Volunteer Fire Fighter Fund meeting was held at 4:30 PM.

CORRESPONDENCE: None.

UNFINISHED BUSINESS:

- a. Board of Commissioner Policies 1400.1: Tom Bearden has read the policy again and doesn't feel it should be changed. Fred agrees with Tom. Motion by Tom Bearden to dismiss action on 1400.1. Motion seconded by David McLellan. Motion carried.

NEW BUSINESS:

Chief Cole stated that we are having problems with the Sharp Color Copier upstairs for crew. The quote is attached from Aberdeen Office Equipment to replace the current copier. It has a maintenance contract as well. The price is \$3200 with trade or a 36-month lease rate is \$98.00 per month. This is a reconditioned one and Chief Cole is recommending that we buy it outright. Sam made a motion to authorize the purchase of the copier at \$3200 plus sales tax—a Sharp MX-4111N Color Copier/Printer/Scanner. Motion seconded by Tom Bearden. Motion carried.

Door photo eye: Chief Cole stated that he had provided bids for the door photo eye on the garage doors. The cost to do all the garage doors is \$4362.58 plus electrical. It has become an issue with the units becoming damaged by the garage doors coming down on the rigs—2 incidents. Tom questioned whether it appeared to be a training issue. Chief Cole stated that when the tones go off, crews are thinking about the incident they may be faced with and as human as we all are, things do happen. Added by the Chief was that we must always try to prevent accidents, and this is one way to protect everyone. Sam suggested Chief Cole contact his son, Brian to see about getting a bid. Discussion followed with many ideas and solutions. Final decision was to obtain more bids and then to forward them on to the commissioners for a phone poll.

David McLellan wanted to know if the commissioners could get stickers for their trucks, so they can be recognized at a scene. Chief Cole will get together with BC Benn regarding ID card. After discussion followed, David wanted the stickers for the rigs tabled.

GOOD OF THE ORDER

None.

SIGNING OF VOUCHERS

Vouchers and payroll were signed as approved.

FUTURE MEETINGS

The next scheduled board meeting is Thursday, August 9, 2018 at 5:00 PM, Westport City Hall, 506 N Montesano Street, Westport, WA.

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ADJOURN

A motion was then made by Commissioner Schlegel to adjourn the meeting at 6:55 PM. Motion seconded by Commissioner McLellan. Motion carried.