



South Beach Regional Fire Authority, PO Box 1195, Westport, WA 98595



GOVERNANCE BOARD MEETING MINUTES

May 9, 2019

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 Dennis Benn was present, Battalion Chief Daryl Brown present and Governance Board Secretary Diane McNett present and Teresa Hart present.

Attendance: Allen Douglas, Grayland resident, Jo Bearden, Westport resident, Dave Bell, EMT, Local 3689, Chris Timm, EMR Student, and Chris Nicholson, EMT. Mr. Ed Wilbur, resident of District #3 was also present.

Flag Salute:

The Pledge of Allegiance was recited.

Agenda Modifications:

Under Consent Agenda—7b. Payroll is \$92,014.32. Under Consent Agenda 7c. Voucher total is \$75,635.39.

Under New Business: Sam Schlegel-key to access in Tokeland and lawn mowing.

Announcements, Proclamations, Presentations: None.

Public Comments:

None.

Consent Agenda:

- a. **Approval of minutes from April 11, 2019:** A motion was made by Sam Schlegel to approve the minutes from the April 11, 2019 meeting as presented. Motion seconded by Bob Parnell. Motion carried.
- b. **Approval of payroll 05-01-2019 through 05-31-19 totaling \$92,014.32:** A motion was made by Dave McLellan to approve payroll from 05-01-19 through 05-31-19 totaling \$92,014.32. Motion seconded by Dave McLellan. Motion carried.

SIGNING OF VOUCHERS:

Board Members signed the vouchers as approved above.

BOARD COMMITTEE REPORTS:

Bob Parnell, Committee Chair, noted that there has been no further activity regarding obtaining information and funding from the areas that are not in our taxing district. Bob stated that he would like to propose that the 2018 committee be disbanded and reformed for 2019. A motion was made by Bob Parnell to disband the current 2018 board committee for the purpose of gathering data and preparing contracts for entities located in our area,

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but not currently paying taxes. Motion seconded by Sam Schlegel. Motion carried. Teresa noted that to date we hadn't received any payments from the original contracts that were sent out. Discussion followed with Chief Benn noting that he would like to be a part of the 2019 committee. A motion was then made by Sam Schlegel to appoint the following to the 2019 committee: Bob Parnell, Teresa Hart and Chief Benn. Motion seconded by Dave McLellan. Motion carried.

BOARD MEMBER REPORTS:

Commissioner District One Bob Parnell: Bob Parnell extended his thanks to the crew for their quick response to a call at the condos—3 minutes. This was noted in the recent condo homeowners report.

Commissioner District Two Tom Bearden: No report.

Commissioner District Three David McLellan: Questioned by David was when the practice burn in Grayland would be done. Chief Benn stated that the paperwork is still being processed.

Commissioner District Four Fred Schroeder: No report.

Commissioner District Five Sam Schlegel: The commissioners who need to run again in Sam's district will be filing between May 13th and the 17th. Questioned was if the department was able to access the area in North Cove where people go for picnics. Chief said he could. Mentioned was the building that the Tokeland Chamber of Commerce is close to the fire building regarding insurance purposes. Diane will check into this.

CHIEF'S REPORT:

Chief Benn reported that we recently had a burglary at the Grayland Fire Station. It appears that the total loss is about \$4500. Paperwork has been filed with the sheriff department. The plan will be to put a secure gate around the generator area with an outside camera. Also, to be looked at will be the North Cove station regarding securing any property that could be compromised in the same way.

Chief added that there was a recent boat fire at the dock. It had been burning for quite awhile before the fire department was toned out. It will be hard to determine what started it.

The Pacific Seafoods/Oyster cannery also was responded to by the fire department. It is not certain at this time, what caused the fire. All apparatus was needed for the fire with assistance from our neighboring departments. There is much appreciation for their support, noted Chief. Tom Bearden noted it would be good to send those departments a letter thanking them for their support. Chief will do so. Everyone was able to evacuate the fire safely and there were no injuries to the fire department responders.

Next Tuesday, or May 14th, Chief has planned a field trip of all stations. Due to the number of vehicles, everyone will meet at 506 N Montesano Street, Westport, WA at 2:00 PM.

Two EMT's have recently passed their initial exam and now will take the national test. A first responder or EMR class is beginning on Monday, May 13th. We have five people in the class with one Grayland resident. The EMR class is 58 hours long and will be held at the EMS office in Aberdeen, WA. The transit system is sponsoring the class.

Mr. Ed Wilbur graciously painted the water tower in District #3. Mr. Wilbur was present, and the board thanked him for taking on this project.

Tsunami warnings have recently been tested and Chief Brown reported they all worked great.

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DEPARTMENT REPORTS:

Board for Volunteer Fire Fighter meeting report: The Board for Volunteer Fire Fighter Fund meeting was held at 4:30 PM. No news.

CORRESPONDENCE: None.

UNFINISHED BUSINESS:

- a) **Approval of commissioner time cards:** Sam Schlegel made a motion to approve the time cards as presented. Motion seconded by David McLellan. Motion carried.
- b) **M&O Levies delivered to Grays Harbor & Pacific Counties:** Noted that both Grays Harbor and Pacific County are in receipt of the levy paperwork for the primary ballot.

NEW BUSINESS:

- a) **Extractor Discussion-Bob Parnell & Captain Bell:** Bob Parnell had contacted Chief Benn regarding information regarding the service obtaining an extractor. Captain Bell took the assignment and for the board members review, a packed was distributed with the prices and services that can be obtained. Of interest was an option to rent an extractor from a company based in Seattle, WA. Upon reviewing the options, a motion was made by Tom Bearden to rent an extractor for a period of 5 years. Motion seconded by Dave McLellan. Motion carried. The project will further assist the service in building a program on reducing cancer. We can become proactive by eliminating cancer reducing absorptions, one of the primary causes of deaths in fire responders.
- b) **Drone Presentation:** Chris Nicholson then took the floor to describe an opportunity to obtain a larger drone. He recently met a woman whose son died at a young age. Her son was a doctor who developed a medical procedure that accumulated a large endowment. The mother, in turn from the endowment has a foundation that supports other foundations in their various needs. To sum it up, \$10,000 can be awarded to the fire authority should the service be able to match it. Chris noted the following information regarding a new drone:
 - 1. Establish a standard use for the drone with an actual program.
 - 2. Create a small group of pilots that wouldn't be taken off the line in emergencies. There are already interested volunteers who will become FAA-S107 certified.
 - 3. Obtain further funding for retesting of the pilots after they become certified.
 - 4. Purchase a drone that can fly in winds up to 24 MPH and can lift to 8 pounds.It was noted by Tom Bearden that precipitating the first purchase of the drone was the Cohasset Beach drowning. Tom's son had gone to school with the resident and if a drone would have been available, it would have potential made a difference. There were numerous comments about the benefits of drone use and the fact that is it becoming more widely used in all rescue situations. A motion was then made by Sam Schlegel to authorize the funding of a new drone in the amount of approximately \$9,727.95. Motion seconded by Bob Parnell. Motion carried. Tom Bearden noted that the drone should be named to honor the benefactor's son and that a resolution should be written to reflect the official name. (upon approval of the benefactor) The board agreed.
- c) **Resolution 2019-07: Declaring Property Surplus Policy-Chief Brown:** Chief Brown distributed a policy regarding surplusage property. Reviewed was Resolution 2019-07 declaring Exhibit A surplus items to be offered for sale. Pictures of all items were distributed to the board members. Bob Parnell made a motion to approve Resolution 2019-07, Exhibit A, as written to be sold as is. Motion seconded by David McLellan. Motion carried. Discussion then took place regarding the PPG#631, Disposal of Surplus, Real or Personal Property dated 8-27-18. The board agreed that they would like to look at another policy that may have alternate wording regarding who can bid on the items.
- d) **Key to access and lawn mowing:** Chief noted that maintenance/mowing has been done around all fire stations. Key was discussed earlier.

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FUTURE MEETINGS:

- a. **May 14, 2019-2:00 PM Field Trip-Meet at City Hall.**
- b. **June 13, 2019: 4:30 PM Board for Volunteer Firefighters.**
- c. **June 13, 2019: 5:00 PM Monthly Governance Board Meeting.**

ADJOURN

A motion was then made by Sam Schlegel to adjourn the meeting at 7:09 PM. Motion seconded by David McLellan. Motion carried.