



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

**GOVERNANCE BOARD MEETING MINUTES**

**August 8, 2019**

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**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 absent and Governance Board Secretary Diane McNett absent and Teresa Hart present.

Attendance: No audience.

**Flag Salute:**

The Pledge of Allegiance was recited.

**Agenda Modifications:**

Under Consent Agenda—7b. Payroll is \$92,264.53. Under Consent Agenda 7c. Voucher total is \$55,818.86; Voucher number is 2019-301 through 2019-337.

**Announcements, Proclamations, Presentations:**

**Public Comments:**

**Consent Agenda:**

- a. **Approval of minutes from July 11, 2019:** A motion was made by Dave McLellan to approve the minutes from the July 11, 2019 meeting as presented. Motion seconded by Tom Bearden. Motion carried.
- b. **Approval of payroll 08-01-2019 through 08-31-19 totaling \$92,264.53:** A motion was made by Sam Schlegel to approve payroll from 08-01-19 through 08-31-19 totaling \$92,264.53. Motion seconded by Bob Parnell. Motion carried.
- c. **Approval of Vouchers:** A motion was made by Tom Bearden to approve Voucher 2019-301 through Voucher 2019-337 in the amount of \$55,818.86. Motion seconded by Bob Parnell. Motion carried.

**SIGNING OF VOUCHERS:**

Board Members signed the vouchers as approved above.

**BOARD COMMITTEE REPORTS:**

Chief Benn noted that he has contacted the State Parks and trying to contact the Port of Grays Harbor. Chief Benn is requesting permission to reach out to the attorney regarding contacting the City of Westport regarding their properties that taxes are not paid, since we are asking the other entities for their payments. Discussion followed with Sam Schlegel making a motion to contact our attorney, Brian Snure for an advisement/ruling

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regarding what entities should be contacted regarding paying taxes on property that is deemed tax exempt. Motion seconded by Bob Parnell. Motion carried.

**BOARD MEMBER REPORTS:**

*Commissioner District One Bob Parnell:* Bob Parnell noted that he would like the minutes to reflect that Allen Douglas had written a nice letter for the newspaper, which provided a positive impact for the ballot measure. It is passing, and Bob added that signs, open houses, having the North Cove station open a few days a week certainly added to the success of our campaign. The official ballot figures will be available at the September meeting.

*Commissioner District Two Tom Bearden:* Tom stated he would be absent at the September meeting.

*Commissioner District Three David McLellan:* No report.

*Commissioner District Four Fred Schroeder:* No report.

*Commissioner District Five Sam Schlegel:* Sam Schlegel stated his commissioners got together and wanted to know if the Chief had the gate keys yet for Tokeland. Chief stated he didn't know but will report next month. Sam questioned about the burn ban signs in Ocosta and Tokeland. Chief stated there was paperwork that would need to be completed before placing signs such as these on the state highway and this was an ongoing process. Sam added that he is trying to set up a meeting with the tribe and police to check out the fire hydrants in Tokeland. Sam would like the chief and bc to meet with them as well. He will continue to check on a time. Sam wondered if the North Cove's water was paid—Teresa said it was paid. Sam would like to know who pays on the system---it was noted that who pays on that system isn't the business of the RFA. Sam is very concerned about the burn ban signs-he and Frank are constantly being asked. Followed by Sam was the question whether the volunteers he suggested have been contacted. Chief Benn stated he knew that one had and they in turn wanted to wait for a bit. Sam was hoping the scotch broom could be taken care of on the property at North Cove. Sam thought a letter should be placed in the paper thanking the voters for the passage of the levy. Sam noted that a gentleman who lived at 80 spaces lost his trailer, truck and belongings recently. Sam thanked Chief Benn for assisting him. Teresa added that it was an ongoing situation and that the office staff had been assisting with insurance filings and replacing personal identifications. Bob Parnell noted that it was good to see the big hose taken away from the Grayland Station.

**CHIEF'S REPORT:**

Questioned by Bob was what was the stage at the Grayland Station? Chief noted that it was for training purposes. Bob thought it should have a sign on it as to what it was, in case someone stopped to look at it.

Regarding the Strategic Plan, Bob would like to see a report on it monthly.

Questioned was possibly a report on the First Responders recent class, who achieved the recognition and what the ongoing classes would be.

Bob Parnell will be out of town in September and would be in range but prefers to not be on the cell phone. Bob would like to know ahead of time the major items for the September agenda, especially if there is money to be spent involved.

Chief Benn replied that 5 have passed the First Responders exam with an EMT class scheduled for the fall. Discussed was the volunteer base and how to maintain them. It was noted by Tom Bearden that we could



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address this at our special workshop meeting October 3<sup>rd</sup>. Questioned by Tom was the availability of a grant to hire additional personnel. Chief stated it is a "slippery slope" as once the money is gone, you are left with personnel not funded. Numerous options were discussed.

Chief Benn noted that the expedition was surpluses' and he provided a listing of extensive expenses over the past 3 years, which justified the action.

Regarding the Chafin Hall, Chief has reached out to the lawyer to receive specifications to be sent out to an engineer to see if it is usable. Once received those will be sent out to the board for their review. Chief Benn stated an engineer should be brought in to determine the safety of the existing building. An extensive discussion then took place regarding how to approach the Chafin Hall project. At the conclusion of the discussion, there was no decision made.

Pacific County would like a new ten-year lease agreement signed. Chief Benn stated we are working on getting the name changed to South Beach RFA, along with signatures for the governance board members. This is the repeater to dispatch.

Chief Benn noted that the rating bureau packets had been previously distributed to the members. Some of the entity's ratings did improve. To some of our areas, there were improvements. The status of the departments will change December 01, 2019.

Discussion then took place what is required for firefighters and what is required for EMT's. Many reasons and scenarios were presented as to what retains volunteers. Chief pointed out to the board that no calls have gone unanswered and at this time we have only had to call on mutual aid one time. Chief is considering a paid-on call system for volunteers. This will be discussed in October.

Presented by the Chief was a 6-month expenditure report with a pie chart, summary and a 34-page report of individual expenditures. Grand total was \$1,166,132.86.

Chief presented a flyer on training in Las Vegas regarding Legal Liability Risk Management. He would like at best to send BC Brown and possibly himself. Bob Parnell recommended that both BC Brown and Chief Benn should go. Chief Benn will investigate it.

Chief Benn announced that he has been chosen to go to Sacramento, CA on September 24-27, 2019 for a hazmat training. This is an all-expense paid trip by the State of WA.

**DEPARTMENT REPORTS:**

Board for Volunteer Fire Fighter meeting report: The Board for Volunteer Fire Fighter Fund meeting was held at 4:30 PM. Approved was a retirement application for Dennis Kummer and one claim with three separate medical invoices was signed.

**CORRESPONDENCE:**

None.

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**UNFINISHED BUSINESS:**

Approval of Commissioner timecards were presented. Dave McLellan made a motion to approve the timecards as presented. Motion seconded by Sam Schlegel. Motion carried.

**NEW BUSINESS:**

**GOOD OF THE ORDER:**

Sam Schlegel and his wife would like to be signed up to receive our dispatch information. Dennis questioned what the other commissioners would like. Several provided their phone numbers and carrier information to Dennis for implementation of the 911 calls

Bob Parnell would like his RFA email forwarded to his personal email. Chief stated he would investigate it.

**FUTURE MEETINGS:**

- a. **September 12, 2019: 4:30 PM Board for Volunteer Firefighters.**
- b. **September 12, 2019: 5:00 PM Monthly Governance Board Meeting.**

**Election Results was brought up again—it was discussed earlier and as of 5:00 PM August 8, 2019 the approval was 69.85%---688 approved and 297 disapproved.**

**ADJOURN**

A motion was then made by Dave McLellan I to adjourn the meeting at 7:14 PM. Motion seconded by Sam Schlegel. Motion carried.