



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



GOVERNANCE BOARD MEETING MINUTES
February 13, 2020

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 by cell phone, Bob Parnell, Vice Chairperson representing Commissioner District One. Chief Dennis Benn was present (arrived at 5:10 PM), Battalion Chief Daryl Brown and Governance Board Secretaries Diane McNett and Teresa Hart present.

Attendance: Allen Douglas, Grayland resident
Margo Tackett, Westport resident

Flag Salute:

The Pledge of Allegiance was recited.

Agenda Modifications:

The total payroll was included along with the voucher listing. February's payroll is \$108,165.67 along with the vouchers totaling \$77,817.64.

Announcements, Proclamations, Presentations:

None.

Public Comments:

None.

Consent Agenda:

- a. **Approval of minutes from January 9, 2020, Special Meetings held January 15, 2020 and February 3, 2020:** A motion was made by Bob Parnell to approve the minutes from January 9, 2020, Special Meetings held January 15, 2020 and February 3, 2020. Motion seconded by David McLellan. Motion carried.
- b. **Approval of payroll 02-01-2020 through 02-29-2020 totaling \$108,165.67:** A motion was made by Dave McLellan to approve payroll from 02-01-2020 through 02-29-2020 totaling \$108,165.67. Motion seconded by Tom Bearden. Motion carried.
- c. **Approval of Voucher 2020-042 through Voucher 2020-086 totaling \$77,817.64:** Tom Bearden made a motion to approve Voucher 2020-042 through Voucher 2020-086 in the amount of \$77,817.64. Motion seconded by Bob Parnell. Motion carried.

SIGNING OF VOUCHERS:

Board Members signed the vouchers as approved above.

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BOARD COMMITTEE REPORTS:

Chief Brown stated he, along with Teresa has worked to obtain the tax values and prepare a contact letter. A draft letter has been created. Our attorney has been contacted, stated Chief Brown, and once an advisement is received, we can proceed with sending out the letters.

BOARD MEMBER REPORTS:

Commissioner District One Bob Parnell: Bob noted that he has been observing how the local ballot measures have been proceeding. Bob's thoughts are that this is potentially an indicator of how the public will view our upcoming levy measure.

Commissioner District Two Tom Bearder: No report.

Commissioner District Three David McLellan: No report.

Commissioner District Four Fred Schroeder: No report.

Commissioner District Five Sam Schlegel: No report.

CHIEF'S REPORT:

Chief Benn reported to the commissioners the following:

1. Possible litigation: Payment has been made to the claimant, noted Chief Benn. In addition, we will be taking part in specialized training, delivered by our insurance agency, to meet the requirements of the agreement. This will take place in March and April.
2. Station 31 Furnace: Station 31 furnace completed.
3. We had an accident with one of the command vehicles, resulting in approximately \$5000 worth of damage. This is currently being evaluated by the insurance company. At this time, it appears that the vehicle will be replaced.
4. Levee Lumber Up-date: Level One environmental survey has been completed. There are copies available, with no remarkable findings. The sale has not been completed yet as we are attempting to clarify the 30 feet easement on the West side of the property.
5. BRT#2-We are working on a matching grant with the DNR. We were not awarded the grant for a turn-key slide unit. The plan now is to purchase a tank and utilize an existing pump.
6. Mr. Rust is planning to start the petition process in April of the annexation of his property.
7. 2019 State Audit-passed with flying colors.
8. Assistance to Firefighters Grant has Chief Brown busy. He is submitting for two grants-one for the a tender and the second grant is for "power-load" systems to be installed in 3 of our Medic Units. The commissioners need to be aware that matching funds are needed. A motion was made by Dave McLellan to provide the matching funds required for the grants, which could be 5% of the total amount. Motion seconded by Bob Parnell. Motion carried.
9. Chief distributed a performance evaluation sheet for each commissioner to complete.
10. Chief Benn received an email from the Freedom Foundation which requests financial information. The Union across the country has filed an injunction that states the information may not be given out.
11. Questioned by Bob Parnell was when additional paid volunteers would be added? Discussion followed with the potential time frame to be mid-summer, with more information to follow.

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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. One firefighter has been approved for retirement.

CORRESPONDENCE

None.

UNFINISHED BUSINESS:

None.

Board Members reviewed time cards as presented. A motion was made by David McLellan to approve the time cards as presented. Motion seconded by Tom Bearden. Motion carried.

NEW BUSINESS:

Budget: Chief noted that a budget workshop had taken place and he has identified projects for 2021. To date he hasn't heard any comments from the board. Tabled at this time.

Resolution 2020-002: Upon the advisement of the State Auditor a resolution has been written regarding the dissolution of South Beach Ambulance Service. Bob Parnell made a motion to approve Resolution 2020-002 as written. Motion seconded by Dave McLellan. Motion carried.

Resolution 2020-003: The Grays Harbor County Treasurer's Department has requested a resolution that provides the authorization for the investment of our funds. Brian Snure prepared Resolution 2020-003 which provides authorization of investment funds to Grays Harbor County. Tom Bearden made a motion to approve Resolution 2020-003 as written. Motion seconded by Dave McLellan. Motion carried.

Margo Tackett noted that the judge would like to have access to the back room of the council chambers. Currently, the only access is through the chambers and for his safety, the back room would be much better. The consensus was that Margo should receive a key and the access information for the lock box.

FUTURE MEETINGS:

March 12, 2020-4:30 PM-Board for Volunteer Firefighters

March 12, 2020-5:00 PM-Governance Board Meeting.

ADJOURN:

A motion was then made by Bob Parnell to adjourn the meeting at 5:45 PM. Motion seconded by Dave McLellan. Motion carried.