



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



## GOVERNANCE BOARD MEETING MINUTES

July 9, 2020-ZOOM Meeting: 5:00 PM

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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 on a Zoom platform due to the Covid 19 Pandemic and the stay at home order mandated by Governor Jay Inslee. It was noted that the Zoom information had been posted on the SBRFA website, posted at 170 West Spokane Street, Westport, WA and at 506 N Montesano Street, Westport, WA. In attendance by ZOOM were the following Board Members: Alfred Schroeder, Chairman representing Commissioner District Four, 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 and Governance Board Secretaries Diane McNett and Teresa Hart present by ZOOM.

Attendance: The audience and waiting room for the ZOOM meeting had one participant. Mr. Allen Douglas announced his presence.

**Flag Salute:**

The Pledge of Allegiance was recited.

**Agenda Modifications:**

Agenda modifications were the payroll of \$105,823.51 and the Vouchers 2020-248 through 2020-288 totaling \$59,072.17.

**Announcements, Proclamations, Presentations:**

None.

**Public Comments:**

None.

**Consent Agenda:**

- a. **Approval of governance board minutes meeting from June 11, 2020:** A motion was made by David McLellan to approve the minutes from June 11, 2020. Motion seconded by Sam Schlegel. Motion carried.
- b. **Approval of payroll 07-01-2020 through 07-31-2020 totaling \$105,823.51:** A motion was made by Bob Parnell to approve payroll from 07-01-2020 through 07-31-2020 totaling \$105,823.51. Motion seconded by Dave McLellan. Motion carried.
- c. **Approval of Voucher 2020-248 through Voucher 2020-288 totaling \$59,072.17:** Sam Schlegel made a motion to approve Voucher 2020-248 through Voucher 2020-288 in the amount of \$59,072.17. Motion seconded by Bob Parnell. Motion carried.

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**SIGNING OF VOUCHERS: Approved vouchers & payroll by Chairman Schroeder & Chief Dennis Benn per Voucher Preapproval Authority, Resolution 2017-07 signed and approved October 2, 2017.**

**BOARD COMMITTEE REPORTS:**

Chief Benn reported that he and Teresa have received the numbers from the Port of Grays Harbor. They will be able to generate a new invoice to them. To date we have not received an indication from either the Pacific or Grays Harbor County State Parks. The invoice sent to the City of Westport has been sent to our attorney, Brian Snure for review. The Chief has been advised that our attorney has sent a letter to the Westport City Attorney.

**BOARD MEMBER REPORTS:**

*Commissioner District One Bob Parnell:* No report.

*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:* Sam Schlegel noted that he has contacted the road crew regarding the Alder Creek area. He has requested them to look the property over and take the brush down.

**CHIEF'S REPORT:**

Chief Benn reported to the commissioners the following ACTION ITEMS:

1. Recent Phone Polls:
  - a. Ladder Truck Purchase: A poll was conducted at 11:30 AM- Four have voted in favor of the purchase. Bob Parnell was not available by either home or cell phone number.
  - b. Permanently moving Commissioner Meetings to Training Center at 805 E. SR 105. Four in favor with one opposed.
  - c. Nullifying room lease @ 506 N Montesano Street with the City of Westport. Four in favor with one opposed.
2. Brush 312 Progress (BRT 2)

Tom Jensen has been working extremely hard coordinating the preparation and building of the new Beach Brush Unit. Vehicle has been put in basic service and was ready for 4<sup>th</sup> of July. Final touches will be done throughout the summer as situation allows. We will meet our DNR required in-service date.

**ACTION ITEMS:**

3. Quint (Ladder Truck) Motion for Purchase.

Chief Benn noted that we have purchased a used ladder truck in Wisconsin. This is with a stipulation that it pass a current ladder inspection. The purchase price is \$15,975 while we were prepared to spend \$45,000 on this truck. Both Chiefs believe this is an excellent piece of equipment and at a particularly good price. Thanks, was given to Chief Brown for finding this on Gov-Deals. Chief Brown and Chief Benn stated their thanks to the board for their support and trust during this endeavor. There has been a lot of time and effort researching several trucks, valued from \$80,000 to \$250,000 and we are 100% certain that this will prove to be an incredibly good purchase for the department. In addition, the Chiefs are currently evaluating how to retrieve this vehicle with a consideration of flying a 2-person team to Wisconsin and driving it home. Cost would be \$3000. The cost of trucking it here on a lowboy ranges from \$10,000 to \$15,000 or paying a third party to drive here which would cost \$6,000 to \$8,000. The Lacrosse Fire Dept. in Wisconsin retained the remote monitor assembly to be reused on their future apparatus. This means we will

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need to purchase a replacement. Chief Brown's research is that the cost would be between \$5,000 to \$8,000 dollars which is over our spending limit.

**CHIEF PERFORMANCE EVALUATION/CONTRACT:**

Chief Benn stated he was waiting for evaluations to be returned.

**4th of JULY:**

Chief Benn stated the 4<sup>th</sup> went well, crews patrolled the beach and according to Capt. VanderVeur attended to several unattended campfires. Those were extinguished by the crews. Signs had been placed warning of the dangers of fires in the dunes. Recently Bob Parnell noted that the Westport Police Department had spoken to people at the condos. There is quite a bit of activity regarding our Facebook account which is a good sign that people are reading our notices.

**DEPARTMENT REPORTS:**

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

**CORRESPONDENCE**

None.

**UNFINISHED BUSINESS.**

Election of Board Chairman and Vice-Chairman: Sam Schlegel noted that he would like to go ahead with the election; noting that he was making a motion to nominate Fred Schroeder as the Chairman and Bob Parnell as the Vice Chairman for the next two years. Motion seconded by Dave McLellan. Tom noted that he does not want the voting to be done without being in person. Vote was taken with the motion not approved. Tom Bearden then made a motion to table the election until the commissioners can meet in person. Motion seconded by Bob Parnell. Motion carried, all voted to table the election at this time until commissioners can meet in person.

**NEW BUSINESS:**

**Approval of Commissioner Timecards:**

Commissioner timecards were approved as presented.

**RESOLUTION #2020-06: Maintenance & Operations Levy:**

Bob Parnell made a motion to approve Resolution #2020-06 as written. Motion seconded by Sam Schlegel. Motion carried. Ballot measure for the November election. (to be determined removal)

**REOLUTION #2020-07: Maintenance & Operations Levy:**

Tom Bearden made a motion to approve Resolution #2020-07 as written. Motion seconded by Bob Parnell. Motion carried. Ballot measure for the November election. (to be determined removal)

**RESOLUTION #2020-08-Establishing Regular Meeting Schedule:**

Chief Benn had taken a phone poll regarding changing our meeting location. The phone poll was four in favor and one not in favor. Tom Bearden then made a motion to approve Resolution #2020-08 as written. Motion seconded by Dave McLellan. Vote was taken with all in favor except for Bob Parnell voting no. Notices will be posted once we are able to hold meetings in person.

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**FUTURE MEETINGS:**

**UNKNOWN Location currently until the Governor decides.**

August 13, 2020-4:30 PM-Board for Volunteer Firefighters

August 13, 2020-5:00 PM-Governance Board Meeting (possibly by ZOOM to be determined by Governor Inslee's directives)

**ADJOURN:**

A motion was then made by Tom Bearden to adjourn the meeting at 5:48 PM. Motion seconded by Sam Schlegel. Motion carried.