



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



GOVERNANCE BOARD MEETING MINUTES
805 State Route 105 East, Westport, WA 98595
December 10, 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 at 805 State Route 105 East, Westport, WA 98595. The meeting was also held on a Zoom platform due to the Covid 19 pandemic issue. It was noted that the Zoom information had been posted on the SBRFA website and posted at 170 West Spokane Street, Westport, WA. In attendance were the following Board Members: Alfred Schroeder representing Commissioner District 4, David McLellan representing Commissioner District Three, Tom Bearden representing Commissioner District Two, Sam Schlegel representing Commissioner District Five, Tom Aronson, Council person representing Commissioner District One. Chief Dennis Benn was present, Battalion Chief Daryl Brown and Governance Board Secretaries Diane McNett and Teresa Hart present.

Attendance: Mr. Allen Douglas, Grayland

Flag Salute:

The Pledge of Allegiance was recited.

Agenda Modifications:

Agenda modifications were the payroll of \$98,775.24 and the Vouchers 2020-457 through 2020-496 totaling \$114,433.25. Included under New Business 15.b. Resolution #2020-12 Surplus and 15.c. Resolution #2020-13 Budget Adjustment.

Announcements, Proclamations, Presentations:

BC Daryl Brown demonstrated the SBRFA Facebook and Instagram account.

Public Comments:

None.

Consent Agenda:

- a. **Approval of governance board minutes meeting from November 12, 2020:** A motion was made by David McLellan to approve the minutes from November 12, 2020. Motion seconded by Tom Bearden. Motion carried.
- b. **Approval of payroll 12-01-2020 through 12-31-2020 totaling \$98,775.24:** A motion was made by Tom Bearden to approve the payroll from 12-01-2020 through 12-31-2020 in the amount of \$98,775.24. Motion seconded by David McLellan. Motion carried.
- c. **Approval of Voucher 2020-457 through Voucher 2020-496 totaling \$114,433.25:** Dave McLellan made a motion to approve Voucher 2020-407 through Voucher 2020-457 in the amount of \$114,433.25. Motion seconded by Tom Bearden. Motion carried.

PAGE 2-DECEMBER BOARD MEETING MINUES:

SIGNING OF VOUCHERS: Board members approved both payroll and vouchers with their signature and dates.

BOARD COMMITTEE REPORTS:

Chief Benn stated he had delivered the contract back to the City of Westport. Tom Aronson, City of Westport representative, noted that the City had approved and would be forwarding payment. Next year contracts will be prepared again and forwarded to the appropriate agencies. Chief Benn noted that he had also met with the Shoalwater Tribe and met with their new emergency coordinator, Mr. Ken Ufkin.

BOARD MEMBER REPORTS:

Commissioner District One Tom Aronson: No report.

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: Sam noted that he would be leaving for Arizona at the first of the year. He will be available for meetings via Zoom.

CHIEF'S REPORT:

DISCUSSION ITEMS:

1. **Ladder Truck:** Chief Benn stated a surplus resolution had been written to be approved under New Business regarding declaring our old ladder truck surplus.
2. **Budget Amendment:** Chief Benn stated that a budget resolution had been written to balance our budget. It was noted that this was not necessarily required by the state auditor but for our internal tracking purposes it is helpful in future budgeting.
3. **Ladder Truck in Service:** Our new ladder truck is in service and working great.
4. **Extrication Tools in Service:** Our new tools are functioning, and the staff has been trained.
5. **Annexation of Rust Property:** Chief Benn noted that he and BC Chief Brown have finalized the SEPA review and will present it next month to the board. It will then go to the Grays Harbor Boundary Board for review.
6. **Gurney Grant:** BC Chief Brown stated that the 3 power load gurneys are being installed. After the meeting, a demonstration of the gurney will be available.
7. **COVID-19:** Chief Benn stated that the next board meeting may be held by Zoom. More information to follow on that as we get closer to the meeting day. Currently, we do not have information on the vaccine. It is provided through the state and then filtered to the counties.

DEPARTMENT REPORTS:

Board for Volunteer Fire Fighter meeting report: The Board for Volunteer Fire Fighter Fund meeting was held at 4:30 PM. Medical invoices were reviewed, approved, and forwarded to the Board for Volunteer Firefighters.

CORRESPONDENCE:

None.

UNFINISHED BUSINESS.

None.

PAGE 3 DECEMBER BOARD MEETING MINUTES:

NEW BUSINESS:

- a. **Approval of Commissioner Timecards:** Commissioner timecards were approved as presented. David McLellan made a motion to accept the timecards as presented. Motion seconded by Sam Schlegel. Motion carried.
- b. **Resolution 2020-12-Surplus:** A motion was made by Tom Bearden to approve Resolution 2020-12 Surplus as written. Motion seconded by Tom Aronson. Motion carried.
- c. **Resolution 2020-13 Budget Revision:** A motion was made by David McLellan to approve Resolution 2020-13 Budget Revision as written. Motion seconded by Sam Schlegel. Motion carried.

FUTURE MEETINGS:

January 14, 2021-Board for Volunteer Firefighter Board Meeting-4:30 PM-Training Center.

January 14, 2021: Governance Board Meeting-5:00 PM-Training Center.

ADJOURN:

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