



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



**GOVERNANCE BOARD MEETING MINUTES**  
**805 State Route 105 East, Westport, WA 98595**  
**July 8, 2021- 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. 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. The City of Westport representative Tom Aronson was absent. Chief Dennis Benn was present with Chief Daryl Brown present. Governance Board Secretaries Diane McNett and Teresa Hart present. In addition, the meeting was accessible to Zoom and had been noted on our web site.

**Flag Salute:**

The Pledge of Allegiance was recited.

**Agenda Modifications:**

Agenda modifications included Payroll totaling \$133,974.70 and Vouchers 2021-250 through 2021-288 in the amount of \$75,216.91.

**Announcements, Proclamations, Presentations:**

Chief Benn requested executive session for possible litigation with no action to be taken. Chief asked for 25 minutes to be held at the end of the meeting.

**Public Comments:**

None.

**Consent Agenda:**

- a. **Approval of governance board minutes meeting from June 10, 2021:** A motion was made by Dave McLellan to approve the minutes from June 10, 2021. Motion seconded by Tom Bearden. Motion carried.
- b. **Approval of payroll 07-01-2021 through 07-31-2021 totaling \$133,974.70:** A motion was made by Tom Bearden to approve the payroll from 07-01-2021 through 07-31-2021 in the amount of \$133,974.70. Motion seconded by Dave McLellan. Motion carried.
- c. **Approval of Voucher 2021-250 through Voucher 2021-288 totaling \$75,216.91:** Dave McLellan made a motion to approve Voucher 2021-250 through Voucher 2021-288 in the amount of \$75,216.91. Motion seconded by Tom Bearden. Motion carried.

**SIGNING OF VOUCHERS:**

Board members signed the approved vouchers.

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**BOARD COMMITTEE REPORTS:**

- a. **Contract Committee-Chief Dennis Benn:** Chief Benn stated that all entities have paid their contract amounts.

**BOARD MEMBER REPORTS:**

*Commissioner District One Tom Aronson:* Absent

*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 stated he was disappointed that none of the commissioners were represented in the Tokeland 4<sup>th</sup> of July parade.

**CHIEF'S REPORT:**

**ACTION ITEMS:**

1. **Commissioners Photos:** Chief Benn would like to take photos of the commissioners with their respective commissioner shirts on.
2. **Financial Reserve Resolution:** Chief Benn stated we have discussed the financial reserve resolution extensively over the past few months. Chief distributed the resolution again: Resolution 2021-06 which states the perimeters of the budget areas. Tom Bearden stated he would like to add a base line of 10% beyond the budgeted amount for each year. The board agreed with this guideline. A motion was then made by Tom Bearden to approve Resolution 2021-06 in its entirety with the addition of 10%. Motion seconded by Dave McLellan. Motion carried.

**DISCUSSION ITEMS:**

1. **Rust Annexation Updated:** Chief advised that we are waiting on the legal description.
2. **Aid 331:** Aid 331 is in Seattle and is currently being fixed. The cam sensor is broke.
3. **Captain Testing in August:** Captain testing will be done in late August to fill one or two vacant positions. A third part testing program will be used.
4. **Grays Harbor EMS Inter-local agreement up-date:** Grays Harbor EMS is no longer funded. They are looking to form Inter-local agreements with Grays Harbor County EMS providers. There is a special meeting to be held on July 21<sup>st</sup>.
5. **Fourth of July:** Chief Benn stated it went well with multiple calls. 18 people stood by with 5 calls at one time. This was the largest response of call volunteers since 2019.
6. **Overtime Budget:** We have 3 people out, which has caused our overtime budget to be shot.
7. **Executive Session:** Chief has requested this due to possible litigation with no action to be taken.

**DEPARTMENT REPORTS:**

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

**CORRESPONDENCE:**

**None.**

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**UNFINISHED BUSINESS.**

A motion was made by Dave McLellan to approve the commissioner timecards as presented. Motion seconded by Tom Bearden. Motion carried.

**NEW BUSINESS:**

None.

**FUTURE MEETINGS:**

**August 12, 2021: 4:30 PM-Board for Volunteer Firefighter Board.**

**August 12, 2021-5:00 PM-Governance Board Meeting.**

**ADJOURN:**

A motion was made by Sam Schlegel to adjourn the meeting to executive session at 5:30 PM for 25 minutes for possible litigation with no action to be taken. Motion seconded by Dave McLellan. Motion carried.

**BACK IN SESSION:**

The board was back in session at 5:55 PM with no action to be taken. A motion was made by Tom Bearden to adjourn the meeting at 5:56 PM. Motion seconded by Dave McLellan. Motion carried.