



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



GOVERNANCE BOARD MEETING MINUTES
805 State Route 105 East, Westport, WA 98595
November 11, 2021-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 as the Governor has lifted restrictions for an in-person meeting. It was noted that the Zoom information had been posted on the SBRFA website for those who did not want to attend in person 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, the City of Westport representative Tom Aronson present. Chief Dennis Benn and Battalion Chief Daryl Brown arrived at 5:09 PM and 5:13 PM respectfully. Board Secretary Diane McNett present. Governance Board Secretary Teresa Hart was present.

Flag Salute:

The Pledge of Allegiance was recited.

Agenda Modifications:

Agenda modifications were the payroll of \$128,923.10 and the Vouchers 2021-410 through 2021-452 totaling \$61,914.69.

Announcements, Proclamations, Presentations:

None.

Public Comments:

None.

Consent Agenda:

- a. **Approval of governance board minutes meeting from October 14, 2021:** A motion was made by Sam Schlegel to approve the minutes from October 14, 2021. Motion seconded by David McLellan. Motion carried.
- b. **Approval of payroll 11-01-2021 through 11-30-2021 totaling \$128,923.10:** A motion was made by David McLellan to approve the payroll from 11-01-2021 through 11-30-2021 in the amount of \$61,914.69. Motion seconded by Sam Schlegel. Motion carried.
- c. **Approval of Voucher 2021-410 through Voucher 2021-452 totaling \$61,914.69:** Tom Bearden made a motion to approve Voucher 2021-410 through Voucher 2021-452 in the amount of \$61,914.69. Motion seconded by David McLellan. Motion carried.

Signing the Vouchers:

Board members signed the approved vouchers.

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BOARD MEMBER REPORTS:

Commissioner District One Tom Aronson: 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 stated he wondered if we were able to donate anything for Thanksgiving dinners. Teresa stated that Steven Curry oversees providing meals to the public through the foundation. Also, the Larkin Road ditches have been dug.

NEW STATION DESIGN-REPORT/CAPTAIN VANDERVEUR:

No report until January 2022.

CHIEF'S REPORT:

DISCUSSION ITEMS:

1. **March 11, 2022, Meeting:** Chief Benn noted that he will be gone for the March 11, 2022 board meeting.
2. **Budget Workshop:** Chief Benn stated that we need to begin preparing our preliminary 2023 budget. Chief would like to meet on December 9th prior to the board meeting. Sam Schlegel stated he may not be home at the time but would like to be a part of the discussion. Sam stated he would check with his wife to see what their plans were. He will telephone the office and then Chief Benn stated he would set the meeting date. All board members will be notified of the workshop, date and time to be determined.
3. **Grays Harbor EMS Inter-local Agreement Up-date:** No update currently.
4. **Shoalwater Discussion:** Meetings have taken place between the tribal administrator and the chiefs. Discussion took place about having a location on the hill for the fire department. There are numerous bridges to cross stated Chief Benn. Future talks will take place.
5. **Assistance to Firefighters Grant:** This was not a success at this time. Chief Brown stated he would be trying again. There is a Regional Grant that Chief Brown is interested in applying for. We would be a part of other departments, with the cost share to us at \$40,000 or 10%. Chief Brown would like approval of an expenditure of \$40,000 should the grant be awarded. Sam Schlegel made a motion to authorize the expenditure of \$40,000 should the grant be successful. Motion seconded by David McLellan. Motion carried.
6. **Maintenance Contract-BC Brown:** The maintenance contract for the Stryker was presented. There are two contracts available, either \$44,824.87 or \$38,223.90. The ideal contract is priced at \$44,824.87 which would include the most comprehensive plan. Discussion followed with Sam Schlegel making a motion to purchase the \$44,824.87 contract for a 5 year period of coverage. Motion seconded by Tom Bearden. Motion carried.

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.

Sam Schlegel made a motion to approve the payment of the commissioner's timecards as prepared. Motion seconded by David McLellan. Motion carried.

NEW BUSINESS:

- a. **Resolution 2021-11-Levy Certification -Budget:** Resolution 2021-11 was presented as written. David McLellan made a motion to approve Resolution 2021-11 as written. Motion seconded by Tom Bearden. Motion carried.
- b. **Resolution 2021-12-Levy Certification-Budget:** Resolution 2021-12 was presented as written. A motion was made by David McLellan to approve Resolution 2021-12 as written. Motion seconded by Tom Bearden. Motion carried.
- c. **Resolution 2021-13-Waiver of Competitive Bidding Requirements:** Resolution 2021-13 was presented regarding the financing and choice of manufacture to remount our 2014 Braun ambulance. There is no other option, that we are aware of, to complete the process. A motion was made by Sam Schlegel to approve Resolution 2021-13 as written. Motion seconded by Tom Aronson. Motion carried.

Resolution 2021-08 was presented declaring surplus the 2003 Dodge Caravan. Motion was made by David McLellan to approve Resolution 2021-08 as presented. Motion seconded by Tom Bearden. Motion carried. Chief Benn added that we will be working with Kansas State Bank for financing. More information to follow, once specifications are received.

FUTURE MEETINGS:

- a. December 9, 2021: 4:30 PM-Board for Volunteer Firefighter Board.
- b. December 9, 2021: 5:00 PM-Governance Board Meeting.

ADJOURN:

Sam Schlegel made a motion to adjourn the meeting at 6:00 PM. Motion seconded by Tom Aronson. Motion carried.