



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



GOVERNANCE BOARD MEETING MINUTES
805 State Route 105 East, Westport, WA 98595
June 8, 2023-5:00 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 Four, David McLellan representing Commissioner District Three, Tom Bearden representing Commissioner District Two and Sam Schlegel representing Commissioner District Five. Tom Aronson, Commissioner District One absent. Present included Chief Dennis Benn, BC Daryl Brown, BC Darin VanderVeur, Secretary Teresa Hart and Diane McNett.

The Public Disclosure Commission was represented by Kendra Hodgson at Customer Service and Scott Haley from the Filing Section.

Flag Salute:

The Pledge of Allegiance was recited.

Agenda Modifications:

Agenda modifications were the payroll of \$141,175.34 and the Vouchers 2023-216 through 2023-258 totaling \$78,879.27.

Announcements, Proclamations, Presentations:

Representatives from the Public Disclosure Commission had a prepared slide show for the Governance Board with regard to filing requirements. An F1 personal financial affairs statement is required to be completed as soon as possible. It must be completed electronically. Diane will assist the commissioners in completing this task.

Public Comments:

None.

Consent Agenda:

- a. **Approval of Governance Minutes Meeting from May 11, 2023.** A motion was made by Tom Bearden to approve the governance minutes from May 11, 2023. Motion seconded by David McLellan. Motion carried.
- b. **Approval of payroll 06-01-2023 through 06-30-2023 totaling \$141,175.34:** David McLellan made a motion to approve the payroll from 06-01-2023 through 06-30-2023 in the amount of \$141,176.34. Motion seconded by Tom Bearden. Motion carried.

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c. Approval of Voucher 2023-216 through Voucher 2023-258 totaling \$78,879.27: Tom Bearden made a motion to approve Voucher 2023-216 through Voucher 2023-258 totaling \$78,879.27. Motion seconded by David McLellan. Motion carried.

Signing the Vouchers:

Board members signed the approved vouchers.

BOARD MEMBER REPORTS:

Commissioner District One Tom Aronson: No report.

Commissioner District Two Tom Bearden: No report.

Commissioner District Three David McLellan thanked the instructors for the recent training.

Commissioner District Four Fred Schroeder: No report.

Commissioner District Five Sam Schlegel: No report.

CHIEF'S REPORT-CHIEF DENNIS BENN:

Action Items:

1. Authorize Chief Benn to enter into an agreement with "National Hose Testing Specialties" for the 2023 hose and ground ladder testing: Chief Benn had attached an agreement for the board members review. David McLellan made a motion to approve the 2023 National Hose Testing Specialty agreement. Motion seconded by Sam Schlegel. Motion carried.
2. Approve "Water Nesting" Request from the City of Westport: Chief Benn distributed a "Water Testing" request from the City of Westport for the board members review. The Chief noted that it really does not have any impact on us, it is simply allowing the City to place our "Fire Suppression" water with the "Stand-by" water reserve for the City of Westport. Tom Bearden made a motion to approve the "Water Testing" agreement as written. Motion seconded by Sam Schlegel. Motion carried.
3. Approval to fix Medic 311: Per Chief Benn Medic 311 is out of service due to the engine seizing. The options are as follows:
 1. Place new engine in Medic unit.
 - a. Cost is \$25,000 plus tax.
 - b. Probably attempt to upgrade the shocks, another \$8,000.
 2. Remount box on new Chassis.
 - a. The cost is \$150,000.
 3. Sell Medic 311 and cut our losses.
 - a. Possibly worth \$10,000.
 - b. Pull the lift system out of Medic 311 and place it in Aid 311 and turn Aid 311 into a Medic unit.
 - c. Cascading effect is we will bring the White Aid unit out of retirement and continue to use it. This will delay the implementation of the "Rehab" unit. Then if we wish to continue with the "Rehab" unit idea, we could probably purchase a used aid unit.
4. Do nothing, just hang onto the unit and wait for an opportunity to do one of the above.
 - a. Not really an option. We need to do something with the unit.

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Choices for Solution:

1. Option 1 offers a fairly good return on investment. For some \$30,000 we will have a newish Medic unit, and we know what we have. It will be in service for approximately 10 years.
2. Option 2 offers a very poor return on investment. The unit will be in service for approximately 10 years.
3. Option 3 offers a very good return on investment. Chief would envision the Aid unit to be in service for another 6 to 8 years.
 - a. Again, the cascading effect is to pull the white aid unit out of semi-retirement.
 - b. Would need to purchase a used ambulance if we are to continue with the "rehab" unit.Chief Benn stated that he recommends Option 1-install a new engine in Medic 311.

The governance board discussed the options with Tom Bearden approving the Chief's recommendation to install a new engine in Medic 311. The motion shall include the quote received from Five-Star Lincoln/Mercury Inc. in Aberdeen, WA. Total estimated cost is \$22,485.48 including tax. Motion seconded by David McLellan. Motion carried.

Battalion Chief of Operations, Daryl Brown:

1. The 2023 Contracts with the Ports and Parks have been prepared and sent.
2. Signed Wildland Mobilization Agreement with several agencies has been completed.
3. Pump Testing: "True North" has tested all of our engines and we did have some failures. We are waiting for reports back from True North as to what is needed for repair. The repairs will then be prioritized.

Battalion Chief of Training, Darin VanderVeur:

1. Medic Student Update: Chris Nicholson is in need of 5 more ALS calls. Jake has his WA state Paramedic certification. Brenna is waiting for her certification as her driver's license had an Incorrect spelling.
2. Life Ring Update: We should be receiving the Dolphin One Water Rescue device soon as the money was received.
3. New Station Update: We are in the process of signing with a Geo-Tech.
4. Awards Banquet was held on June 3rd. The event was successful.
5. BC VanderVeur has been meeting with the school district in regard to a maritime program of which South Beach RFA can be a part of. More information to follow with a motion to follow by David McLellan authorizing BC VanderVeur to pursue South Beach RFA's participation in the program. Motion seconded by Tom Bearden. Motion carried.

Chief Dennis Benn:

1. Shoalwater Update: Chief stated staffing at Community Hall on Eagle Hill road in Tokeland, WA began on May 1st. Chief has been able to staff this location for 17 days throughout the month, during the day-time hours, with some response capability. Some calls have been responded to. The more memorable ones are: a teenager having seizures, an excavator fire, and a chain saw injury to the leg.
2. Audit: Still ongoing.
3. Payroll-Teresa is working with an Accounting Firm to work out payment and timelines.

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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.

CORRESPONDENCE:

None.

UNFINISHED BUSINESS.

Sam Schlegel made a motion to approve the commissioner timecards as presented. Motion seconded by David McLellan. Motion carried.

Future Meetings:

1. July 13, 2023-4:30 PM, Board for Volunteer Firefighter.
2. July 13, 2023-5:00 PM, Governance Board Meeting.

ADJOURN:

Sam Schlegel made a motion to adjourn the meeting at 6:19 PM. Motion seconded by Tom Bearden. Motion carried.