



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



**GOVERNANCE BOARD MEETING MINUTES**

**805 State Route 105 East, Westport, WA 98595**

**May 9, 2024-5:00 PM**

**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, Sam Schlegel representing Commissioner District Five and Commissioner District One Tom Aronson. Fire Chief Dennis Benn and Secretary/Administrative Assistant Diane McNett, Battalion Chief Daryl Brown and Battalion Chief Darin VanderVeur were present. Secretary/Administrative Assistant Teresa Hart was absent.

**Flag Salute:**

The Pledge of Allegiance was recited.

**Agenda Modifications:**

Agenda modifications were the payroll of \$140,674.69 and the Vouchers 2024-199 through 2024-242 totaling \$58,525.31.

**Announcements, Proclamations, Presentations:**

None.

**Public Comments:**

None.

**Consent Agenda:**

- a. **Approval of Governance Minutes Meeting from April 11, 2024:** Sam Schlegel made a motion to approve the governance minutes from April 11, 2024. Motion seconded by David McLellan. Motion carried.
- b. **Approval of payroll 05-01-2024 through 05-31-2024 totaling \$140,674.69:** David McLellan made a motion to approve the payroll from 05-01-2024 through 05-31-2024 in the amount of \$140,674.69. Motion seconded by Sam Schlegel. Motion carried.
- c. **Approval of Voucher 2024-199 through Voucher 2024-242 totaling \$58,525.31:** David McLellan made a motion to approve Voucher 2024-199 through Voucher 2024-242 totaling \$58,525.31. Motion seconded by Tom Bearden. Motion carried.

**Signing the Vouchers:**

Board members reviewed and signed the approved vouchers.

**BOARD MEMBER REPORTS:**

*Commissioner District One Tom Aronson:* Tom questioned when we would have a full roster of paramedics. Chief

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Benn stated that he expected this to be accomplished very soon.

*Commissioner District Two Tom Bearderr.* No report.

*Commissioner District Three David McLellan:* No report.

*Commissioner District Four Fred Schroeder:* No report.

*Commissioner District Five Sam Schlegel:* Sam questioned the vegetation that surrounds some of the hydrants in the Grayland District. The hydrants are not visible, stated Sam. It was noted that the Grayland Water District is responsible for the upkeep of their properties.

**CHIEF'S REPORT-CHIEF DENNIS BENN:**

**Action Items: Resolution to adopt Grays Harbor County Mitigation Plan:**

Chief Benn distributed to the board members Resolution 2024-80 with regard to authorizing the adoption of the Grays Harbor County Multi Jurisdiction Hazard Mitigation Plan. A motion was made by Sam Schlegel to approve Resolution 2024-80 as written. Motion seconded by Tom Aronson. Motion carried.

**Discussion Items:**

- 1. Crashed Ambulance:** There have been updates from our insurance company regarding the repair. An updated independent adjustor has prepared a report that shows the total cost of repair at \$69,629.56. Michelle Holl, Claim Adjuster for McNeil and Company advised us that we could use the amount of \$68,629.56 (= \$69,629.56 less \$1,000 deductible) to repair the vehicle which would mean going through with a remount. Obtaining a new/used chassis and remounting the undamaged box to the chassis or use the amount of \$68,629.56 to put toward a different vehicle to replace the damaged vehicle. Basically, Michelle added that the insurance company will pay out the cost to repair the vehicle, which is the amount the independent adjustor has indicated in his report of \$68,629.56 to your agency and it is your choice on what to do with the payment. If you choose to repair the unit, the claim will stay open and follow the repairs. If you choose to use the payment to purchase a different used ambulance, you can also salvage/sell this damaged unit for parts, etc. to gain more money to put toward the purchase of a different unit. Michelle encouraged us to take whatever is on our vehicle to transfer to the newly purchased vehicle before listing it. The decision is ours as our vehicle is NOT going to be "totaled" we can do what we would like to do with it. Discussion followed with David McLellan making a motion to approve the settlement amount of \$68,629.56. Motion seconded by Tom Aronson. Motion carried. BC Daryl Brown will be searching for a suitable used ambulance for replacement. With the summer approaching and an influx of tourists expected, we will be diligently in "the hunt" for a replacement.
- 2. Ladder 311:** Chief Benn stated that during our recent Arial Testing some deficits were identified on Ladder 311 and it was recommended to remove the ladder from service until repaired. The ladder truck will be transported to True North in Hillsboro, Oregon for rust mitigation.
- 3. Audit:** Still ongoing; the close out with the State Auditor's Office is soon.
- 4. GEMT Audit:** The final audit notification and report has been received. (Ground Emergency Medical Transport)
- 5. Firefighter 1 Academy:** Going strong with 5 students. Graduation is scheduled for May 25<sup>th</sup>.
- 6. Up-Date on the Englewood Project:** The project is in the feasibility stage. The original date of purchase was June 10<sup>th</sup>; however, our realtor has requested an extension. (extension was granted) We will have more information at our June meeting.

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7. Monthly Run Review: 127 calls for the month of April averaging 4.23 calls per day.
8. Strategic Planning: Chief Benn, BC Brown and BC VanderVeur will be attending a conference with an excellent session on strategic planning. The conference will be held in Chelan.
9. Rescue 343 Repairs: JHD Diesel is repairing Rescue 343. Rescue 343 has an oil leak.
10. Potential New Hire: Chief Benn stated he had prepared a conditional letter of hire for Paramedic Kaila Bentow. We are in the process of the pre employment requirements being completed. We expect to have Paramedic Bentow on staff June 1, 2024. Sam Schlegel questioned whether it was possible to monitor the beach area on occasion? BC VanderVeur stated it isn't safe to drive the ambulances on the beach due to the condition of the sand.
11. Awards Banquet: Our Annual Awards Banquet will be held on June 8, 2024 at the Grayland Community Hall. Hors d'oeuvres will be served at 5:00 PM with Prime Rib/Chicken served at 6:00 PM.
12. Battalion Chief Daryl Brown brought to the board's attention that the recent purchase at Les Schwab for tires on T361 had exceeded his limit of \$5,000. The number of tires needing replacement caused the number to increase. The actual invoice total was \$6,810.70. The voucher was approved by the commissioners; however, a motion was requested approving the overage amount of \$1,810.70. Tom Bearden made a motion to approve the total Les Schwab expenditure of \$6,810.70 for T361. Motion seconded by David McLellan. Motion carried.

**DEPARTMENT REPORTS:**

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

**CORRESPONDENCE:**

None.

**UNFINISHED BUSINESS.**

- A. Approval of Commissioner Timecards: Tom Aronson made a motion to approve the commissioner timecards as presented. Motion seconded by David McLellan. Motion carried.
- B. Election of Chairman/Vice-Chairman: Tom Bearden made a motion to nominate Fred Schroeder as Chairman. There were no additional nominations. Motion seconded by David McLellan. Motion carried. Sam Schlegel made a motion to nominate David McLellan as Vice-Chairman. There were no additional nominations. Motion carried.

**NEW BUSINESS:**

Fred Schroeder reported that the recent Oyster Feed to benefit the Ocosta Recreation Hall grossed \$9,334 in revenues.

**Future Meetings:**

- a. June 13, 2024-4:30 PM, Board for Volunteer Firefighter.
- b. June 13, 2024-5:00 PM, Governance Board Meeting.

**ADJOURN:** A motion was made by Sam Schlegel to adjourn the meeting at 6:06 PM. Motion seconded by Tom Aronson. Motion carried.