



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



GOVERNANCE BOARD MEETING MINUTES

805 State Route 105 East, Westport, WA 98595

June 13, 2024-5:00 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 (by telephone), Tom Bearden representing Commissioner District Two, Sam Schlegel representing Commissioner District Five and Commissioner District One Tom Aronson. Present were Secretary/Administrative Assistants: Diane McNett and Teresa Hart, Battalion Chief Daryl Brown and Battalion Chief Darin VanderVeur. Fire Chief Dennis Benn was absent.

In attendance were the following audience:

Lt. B. VanderVeur, FF/EMT Uhler, FF/EMT Womer, FF/EMT-IV Hubbard, FF/PM Nicholson, Melanie Nicholson, FF/EMT Barrow, FF/PM Finigan, FF/EMR Benoit and Captain K.Zelepuza.

Flag Salute:

The Pledge of Allegiance was recited.

Agenda Modifications:

Agenda modifications were the payroll total for 6-1-24 through 6-30-24 \$155,061.18 and Vouchers 2024-243 through 2024-288 totaling \$95,378.99.

Announcements, Proclamations, Presentations:

Presentations by BC VanderVeur and Andrea Dowd. BC VanderVeur stated that Andrea Dowd had notified him that she was unable to attend due to sickness. The presentation has been postponed until July 2024.

BC Brown then brought to the board's attention that the two paramedics who have received their license were not sworn in at the Annual Banquet last weekend. BC Brown then administered the oath of paramedic to Chris Nicholson and Jacob Finigan.

Public Comments:

None.

Consent Agenda:

- a. **Approval of Governance Minutes Meeting May 9, 2024:** Tom Aronson made a motion to approve the governance minutes held on May 9, 2024. Motion seconded by Sam Schlegel. Motion carried.
- b. **Approval of Special Board Meeting Minutes May 29, 2024:** Tom Bearden made a motion to approve the special board meeting minutes held on May 29, 2024. Motion seconded by Tom Aronson. Motion carried.

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- c. **Approval of payroll 06-01-2024 through 06-30-2024 totaling \$155,061.18:** David McLellan made a motion to approve the payroll from 06-01-2024 through 06-30-2024 in the amount of \$155,061.18. Motion seconded by Sam Schlegel. Motion carried.
- d. **Approval of Voucher 2024-243 through Voucher 2024-288 totaling \$95,378.99:** Sam Schlegel made a motion to approve Voucher 2024-243 through Voucher 2024-288 totaling \$95,378.99. 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: 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 that there are multiple hydrants in the Grayland Fire District that still need to have brush materials removed from them. BC Brown stated that he would contact the Water District to see when these will be cleaned so that they are visible. Sam also stated he would like to see a crew stationed in Tokeland.

CHIEF'S REPORT-CHIEF DENNIS BENN absent-Presented by BC DARYL BROWN:

Action Items: Adopt and sign Region 3 Mutual Aid Omnibus Agreement: The Region 3 Mutual Aid Omnibus Agreement was distributed to the board for their approval. Sam Schlegel made a motion to approve the Region 3 Mutual Aid Omnibus as written. Motion seconded by Tom Bearden. Motion carried.

Discussion Items:

1. **DNR Forest land Response Agreement:** BC Brown stated that Chief Brown has signed the agreement with the Department of Natural Resources as it was time sensitive. The agreement was included in the board documents.
2. **Letter to Mayor Welter:** This was another time sensitive request from the City of Westport Mayor Ed Welter wanting our views of the potential wildland hazard owned by the State Parks abutting City property. A letter was distributed to the board written by Chief Benn stating our stance on it.
3. **Ladder 311:** BC Brown stated that Ladder 31 has been sent to Oregon for repair of the rams that are out of adjustment and need rust mitigation. We will be receiving an update soon on the status of the repairs.
4. **Audit:** The state audit is in its final stages. Diane stated she had sent additional monthly statements for 2019, 2020, and 2021 to our auditor this week.
5. **Up-Date on the Englewood Property:** On Monday, June 10th, a presentation was done on our behalf regarding the wetland committee and mitigating the property. BC Brown received notification today that our plan has been accepted. Based on the approval, our closing date is expected to be June 26th or before.
6. **Monthly Run Review:** None this month.
7. **Strategic Planning:** BC Brown, BC VanderVeur and Chief Dennis Benn attended a great conference in Chelan on June 1st. Based on what we have done thus far with planning, we will need to update

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8. our plan. The chiefs would like to keep the board apprised quarterly, with a date to be determined when Chief Benn returns.
9. Rescue 343 Repairs: Rescue 343 has been repaired and is back in service.
10. Other: Chief Benn is on his way back from Ohio with our replacement ambulance purchased on Gov Deals. He will return this weekend.
Chief Benn has met with the Shoalwater Tribe and hopefully Eagle Hill will be staffed 40% of the time.

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 Bearden made a motion to approve the commissioner timecards as presented. Motion seconded by Tom Aronson. Motion carried.
- B. Resolution 2024-110: (It should be noted that on the agenda the resolution was incorrectly written as 2024-100) The resolution provides authority granted for signatures of purchase to Battalion Chief Daryl Brown and Battalion Chief Darin VanderVeur to oversee the execution, delivery and performance of the Fire Authority's obligations under the Purchase and Sale Agreement. Tom Bearden made a motion to approve Resolution 2024-110 as written. Motion seconded by Tom Aronson. Motion carried.
- C. Resolution 2024-120 (It should be noted that on the agenda the resolution was incorrectly written as 2024-110 when it should be Resolution 2024-120) The resolution provides for the transfer of \$410,000 from 655-100-002 SOUTH BEACH RFA EX LEVY INVESTMENT FUND to the following fund: 655-100-001 SOUTH BEACH RFA EXPENSE FUND for the purpose of property located at 708 S. Englewood Lane, Westport, WA 98595. Further the resolution authorizes for payment of the property located at 708 S. Englewood Lane, Westport, WA 98595 to not exceed \$410,000. The wire shall be sent from the following account: 655-100-001 SOUTH BEACH RFA EXPENSE FUND to the following seller of property located at 708 S. Englewood Lane, Westport, WA 98595: The Church of Jesus Christ of Latter-day Saints, a Utah corporation sole 50 East North Temple - 12th Floor, Salt Lake City, UT 84150. A motion was made by Sam Schlegel to approve Resolution 2024-120 as written. Motion seconded by Tom Bearden. Motion carried.

NEW BUSINESS:

None.

Future Meetings:

- a. July 11, 2024-4:30 PM, Board for Volunteer Firefighter.
- b. July 11, 2024- 5:00 PM, Governance Board Meeting.

ADJOURN: Tom Aronson made a motion to adjourn the meeting at 5:38 PM. Motion seconded by Sam Schlegel. Motion carried.