



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



GOVERNANCE BOARD MEETING MINUTES
708 S Englewood Lane, Westport, WA 98595
October 10, 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, Tom Bearden representing District Two, David McLellan, Vice Chairman representing Commissioner District Three, Sam Schlegel representing Commissioner District Five and Tom Aronson representing Commissioner District One. In addition, the following were present: Fire Chief Dennis Benn, Battalion Chief Daryl Brown, and Administrative Assistant Diane McNett. Absent were Battalion Chief Darin VanderVeur and Administrative Assistant Teresa Hart.

In attendance were the following audience: Jacob Finigan Paramedic, Diana Fulbright Paramedic Local 3689, Part time Paid: Ian VanDoren EMT, Kelsie Linker EMT, Hayley Peterson FF, Owen Mefford, Volunteer.

Flag Salute:

The Pledge of Allegiance was recited.

Agenda Modifications:

Agenda modifications were the payroll total for 10-1-2024 through 10-31-2024: \$190,584.34 and Vouchers 2024-417 through 2024-460 totaling \$58,104.99.

Announcements, Proclamations, Presentations:

Public Comments:

None.

Consent Agenda:

- a. **Approval of Governance Minutes Meeting September 12, 2024:** David McLellan made a motion to approve the September 12, 2024, minutes as written. Motion second by Sam Schlegel. Motion carried.
- b. **Approval of payroll 10-01-2024 through 10-31-2024 totaling \$190,584.34:** David McLellan made a motion to approve the payroll from 10-01-2024 through 10-31-2024 in the amount of \$190,584.34. Motion seconded by Tom Bearden. Motion carried.
- c. **Approval of Voucher 2024-417 through Voucher 2024-460 totaling \$58,104.99:** Sam Schlegel made a motion to approve Voucher 2024-417 through Voucher 2024-460 totaling \$58,104.99. Motion seconded by David McLellan. Motion carried.

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SIGNING OF VOUCHERS:

Board members reviewed and signed the approved vouchers.

BOARD MEMBER REPORTS:

Commissioner District One Tom Aronson: No report.

Commissioner District Two Tom Bearder: No report.

Commissioner District Three David McLellan: No report.

Commissioner District Four Fred Schroeder: No report.

Commissioner District Five Sam Schlegel: No report.

CHIEF'S REPORT-CHIEF DARYL BROWN:

Action Items:

1. **APPROVE ELECTRICAL WORK:** Chief Benn brought to discussion that the electrical work at our Englewood location could possibly exceed his spending limit. There are multiple areas that needed additional outlets and wiring to accommodate our needs. Discussion followed with a motion made by David McLellan to approve an expenditure for electrical wiring to not exceed \$10,000. Motion seconded by Sam Schlegel. Motion carried.

Discussion Items:

1. **Crashed Medic Unit:** Chief Benn stated that it was of consideration to surplus our recently crashed Medic 311. Discussion followed with regard to what it could be used for, if kept and other options. It was agreed that at our November meeting we should have other options.
2. **Bond Attorney:** BC Brown has been in contact with the bond attorney. Preliminary information has been received; however, no costs are charged until the bond is actually written.
3. **Shoalwater:** Chief Benn stated that we were able to staff the Eagle Hill Multipurpose Building between 30 and 40 percent this summer.
4. **Administrative Building:** Chief Brown has been working with the Architect regarding our next moves. More information to follow.
5. **Up-date on the Englewood Lane Property:** The issue has been "Star Link" vs "Verizon/Comcast." We are looking to occupy the building in some way soon.
6. **Monthly Run Review:** Chief Benn distributed a handout for the board members with regard to our call volume.
7. **Administrative Sign:** Chief Benn stated the sign has now been installed.
8. **Burn Bans:** All burn bans have been lifted for Grays Harbor and Pacific County.
9. **Met with L&I:** Chief Benn has had a meeting with L&I: There is a program that we can participate in with the Department of Labor and Industries to lower our costs. It is a 4-year program where we perform a self-assessment study and complete some risk management training. The Chief would like the board's approval to enter into the program, by giving Chief Benn and BC Brown the authority to sign as department representatives. If the board provides approval for BC Brown and Chief Benn, the next step would be to reach out to the union for their "buy in" to the project. The project could possibly have some granting opportunities available

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for some equipment and training. By entering the program, a 10% discount on our Labor and Industry premiums would be granted. The discount would begin in January of 2025. A motion was made by Tom Aronson to pursue the program by contacting the Union for the next step and allowing the authority for BC Brown and Chief Benn to sign on behalf of the board.

10. Acquire Chevrolet Tahoe from Shoalwater Police: BC Brown stated we have the opportunity to purchase from the Shoalwater Tribe a 2013 Chevy Tahoe at a cost of \$2,000. Sam Schlegel made a motion to approve the purchase. Motion seconded by David McLellan. Motion carried.
11. Other-Copy Machine: Our current copy machine is not compatible with providing facsimiles at the Englewood property. It also has other issues due to its age. BC Brown is seeking approval to purchase from Aberdeen Office Equipment a new copier/fax/scanner at a cost to not exceed \$6000. Sam Schlegel made a motion to approve the expenditure of a copier from Aberdeen Office Equipment in the amount of \$6000. 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. The board approved a claim to be submitted for a volunteer who had chest pains while on duty.

CORRESPONDENCE:

None.

UNFINISHED BUSINESS.

- A. Approval of Commissioner Timecards: David McLellan made a motion to approve the commissioner timecards as presented. Motion seconded by Sam Schlegel. Motion carried.

NEW BUSINESS:

None.

Future Meetings:

- a. November 14, 2024-4:30 PM-Board for Volunteer Firefighter Board.
- b. November 14, 2024- 5:00 PM, Governance Board Meeting.

ADJOURN:

Sam Schlegel made a motion to adjourn the meeting at 6:25 PM. Motion seconded by David McLellan. Motion carried.