

GRAYS HARBOR FIRE PROTECTION DISTRICT #2

District Meeting Minutes

8 February 2007

7:00 PM

The Commissioners meeting of Grays Harbor Fire District #2 was called to order by Commissioner Mike Whittaker. Meeting opened at 7:00 PM in the Central Park Fire Department. Commissioners present: Dale Hensley and Nick Dunjic. Fire Chief: Dan Prater. Deputy Chief's present: Frank Scherer, Larry Willis. Others present: Monty Mattson, Casey Novak, Tony Broten, John Delia, Jr., Jeff Novak, Brandon Pemberton, Janell Mullins, Charlie Maloney, Gregg Schmitz, Teresa Schmitz, Brenda Galbraith, Philip Oldham, Mike Hubbard, Judi Hubbard, Kala Winter, and Harry Anderson.

Flag salute was called.

Motion made by Dunjic and seconded by Hensley to approve the Agenda for 8 February 2007. Unanimously carried.

Motion made by Hensley and seconded by Dunjic to approve the minutes of 11 January 2007, regular meeting. Unanimously carried.

Motion was made by Whittaker and seconded by Hensley to approve the minutes of the Special Meeting of 19 January 2007. Unanimously carried.

Motion made by Whittaker and seconded by Dunjic to approve the vouchers paid 26 January 2007. Unanimously carried.

Secretaries report as of 31 January 2007. A beginning balance of \$76,106.27, receivables \$136,256.48, payable vouchers \$38,215.21, P/R \$28,719.09; with a month end balance of \$28,428.45. The Petty Cash statement reported \$1,039.71. Ambulance Account balance is \$959.03. The Investment Balance is \$142,000.00 with \$103.38 in interest earned.

Motion made by Hensley and seconded by Dunjic to approve Resolution 2007-01 to reinvest Expense Account of \$117,000.00. Unanimously carried.

Ambulance report for January, monthly billing of \$33,669., monthly revenue received \$13,476.00, revenue received YTD \$13,476.00. Transports for the month: 38, YTD: 38. Subscription Program Revenue: \$150.00 YTD.

**Chief's Report: Attached.**

Strategic Planning Session is set for February 24-25 at the Islander in Westport.

The Fireman's Fund Grant was awarded to us. We will be receiving \$18,753.00 to purchase radios and pagers. This grant is 100%, we pay nothing.

Ken Franks was voted Brady's Firefighter of the Year.

CP Association Crab Feed was a great success, thanks to every ones hard work.

The Annual Newsletter is out and available for the asking.

## Unfinished Business:

Commission Whittaker will move public comment to now under 11A Unfinished Business. Public comment is open on the subject of Hiring a 5<sup>th</sup> Medic.

Letters were read into the minutes from: Tom Grun, Deputy Chief Scherer, John Sliva, and Ray Winter.

J. Mullins stated that there are many accidents on Hwy 12, accidents take all our equipment and personnel.

B. Galbraith asked if we get reimbursed for Mutual Aid calls? She is concerned about our personnel being out of the District so much.

FC Prater stated that we are only compensated if we transport. We did 50 Mutual Aide calls last year. Mutual Aid is important with all Districts short on personnel.

Galbraith asked why there was no mention in the EMS Levy brochure about hiring a 5<sup>th</sup> Medic? FC Prater stated that due to our AV (assessed value) going up, along with the EMS levy increase we have the additional funds. We did not know this at the time of the levy.

Galbraith stated she found that the statistics throughout the brochure were inconsistent. With new construction going on all over we should be bringing in more tax dollars.

Commissioner Hensley stated that nation wide volunteerism is down 37%.

T. Schmitz asked how many times we ask for Mutual Aid?

FC Prater stated about ten times last year.

H. Anderson asked that with a 5<sup>th</sup> Medic coming on board where is he going to sleep? Will we need another trailer? Have we checked into purchasing the trailer outright?

FC Prater stated that with the new schedule we do not need additional sleeping quarters. We will be increasing the day shift, he will not be staying over.

B. Galbraith asked if the septic system has been considered? Nothing has been done to it since it was put in.

FC Prater stated that Station #31 was not built to be a 24/7 station. We do need to make changes, but to what degree needs to be addressed.

J. Delia, Jr said he was a student here in 1990, is there a problem with the septic system? He was not aware of any problems with the septic and he is here Monday -Friday. So is there a problem?

M. Hubbard stated that we need a sound structure. He is not against growth, but so many little things need to be done first. Our taxes went up last year, we need a plan, we can not go out and ask for a bond now. The medics do a great job but are we over stressed or overworked that we can justify a 5<sup>th</sup> medic? Can we rebuild and hire at the same time? We should have a strategic plan first. How long do we put it off?

Commissioner Whittaker said this is two different issues. We are going to do something about the station this year. He stated that he will not support a Bond Issue. We will not ask the public for more money.

J. Hubbard asked about the letter she wrote to the Commissioners in November of 2006. One issue was the public advertising on the reader board. The paid staff advertised in November a breakfast they were having.

FC Prater stated he has no problem with public announcements, he will review each request. But the board was strictly for the fire district. We are working with the County on getting a more modernized reader board for free.

M. Hubbard said the reader board was purchased by the association. At the time they were told that only district things can go on the board.

Commissioner Whittaker stated that we need guidelines and policies for the use of the reader board.

It was stated that you need to be careful who you refuse advertisement to because you can be hit with a discrimination suit.

Commissioner Hensley addressed H. Andersons comment on the mobile trailer. We pay \$350 a month. It would cost \$10-15,000.00 to purchase out right.

M. Hubbard stated that the volunteers needed a place to go, and we needed to expand.

FC Prater showed a power point emphasizing the need for a 5<sup>th</sup> medic.

There is a House Bill #1470 now up for approval that will open funding for Rural Areas to help build/improve fire departments. If passed it won't take effect until Jan 2008.

Commissioner Hensley asked if we have turned down any transports?

FC Prater responded that we have turned down 7-8 transports within the last 3 months. We average \$2300 for a transport to Swedish Hospital and we get about an 80-85% return on that.

B. Galbraith asked if the ambulance always rolls?

FC Prater stated that from 8AM-5PM the ambulance will roll with a medic; after 5PM the sprint rig goes and they wait for the volunteers to bring the ambulance; with an additional medic the ambulance will roll 7 days a week with a medic.

Oldham added that it takes 6-7 minutes for the ambulance to respond with volunteers. Galbraith asked how many transports do we do?

It is as 20/80 split in calls. 60% is transports.

M. Hubbard asked that if the new position doesn't work out and bring in enough money to support itself, what will happen? This is a business and should support itself.

FC Prater stated that the position was worked into the budget.

We need a plan and set priorities.

Commissioner Hensley said he received a call from Marilou Shook and she told him that we need to hire a medic if we need it.

FC Prater stated that Montesano Fire has 5 paid staff and they do the same coverage as we do with 4 and we have a bigger district.

C. Maloney discussed the Rating Bureau. Statistics show 6 volunteers to each 1 paid w/o signature and 3 to 1 if they sign in.

Commissioner Whittaker stated yes, we need a plan. Problems with the Station #31 building will be addressed and we will make it work. We do need to hire ASAP.

Motion was made by Whittaker and seconded by Dunjic to hire a 5<sup>th</sup> Medic by April 1<sup>st</sup>, 2007 and FC Prater is to establish a list as soon as possible.

Discussion: Commissioner Hensley would like to wait until after the Strategic Planning meeting and compile a list then hire.

Commissioner Dunjic stated that 4 out of 7 people say if we have the money do it. If the money runs out lay them off.

### **#31 Bldg Report:**

FC Prater presented drawings drawn up DC Scherer. The Commissioners reviewed the plans. It was suggested that with two floors we may need an elevator. FC Prater doesn't feel we can afford it at this time. He would like to contact someone to give us estimates and see where we are. We need one or two more ambulances and we do need to expand, new septic system, the bays are crowded.

Commissioner Whittaker feels we need to involve the public on the decision making.

Commissioner Hensley is very concerned with Sierra Pacific and the City trying to Annex it.

Commissioner Whittaker asked, do we want to take the plans, get cost estimates, send to a consulting company that works with Fire Departments? We spent a lot of money to purchase property we should use what we have. We could go out rather than up! Commissioner Dunjic knows someone that does septic systems that would give us a hand.

We need to weatherize the building.

Motion was made by Whittaker and seconded by Dunjic to authorize FC Prater to get cost estimates on the drawings, also to pursue other drawings, possibly a one story building. Unanimously carried.

Lester Willis asked if we have heard recently anything about a city sewer system coming in any time soon?

Nothing being discussed lately.

Changes to Roberts Rules of Order has been tabled to the next meeting.

### **New Business:**

FC Prater submitted the Annual Report, it will be available for the asking and on the WEB.

Controlled Substance Policy was presented and Commissioner Hensley asked if he could work with FC Prater on it a little more before it was approved.

Motion was made by Hensley and seconded by Dunjic to table the Policy until next meeting.

FC Prater received a quote from Sea Western for an MSA Mask Mounted Regulator SCBA that was a loaner to us and was never returned. They want us to purchase it for \$3000 with a few modifications they will do to make it workable for us.

J. Hubbard asked about the letter she wrote to the Commissioners in November of 2006. One issue was the public advertising on the reader board. The paid staff advertised in November a breakfast they were having.

FC Prater stated he has no problem with public announcements, he will review each request. But the board was strictly for the fire district. We are working with the County on getting a more modernized reader board for free.

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Commissioner Whittaker stated yes, we need a plan. Problems with the Station #31 building will be addressed and we will make it work. We do need to hire ASAP.

Motion was made by Whittaker and seconded by Hensley that we will purchase the SCBA from Sea Western after the first quarter taxes come in.  
Unanimously carried.

Motion was made by Dunjic and seconded by Whittaker to approve Resolution 2007-03 to close out an old bond that the county was carrying on the books.  
Unanimously carried.

The Commissioners thanked the FC & the DC for the drawings and the time that went into them. Commissioner Dunjic was also thanked for his electoral work getting the trailer set up.

A thank you also went out to the Volunteers and medics that helped with the young man that passed away this week. The mother wanted everyone to know how she appreciated what they did.

C. Maloney wanted to thank the Commissioners for approving all the training opportunities for Volunteers and staff.


Motion was made by Whittaker and seconded by Hensley to approve the payroll of January 2007.  
Unanimously carried.

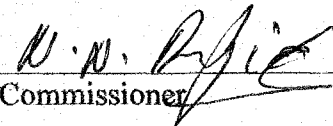
Motion was made by Dunjic and seconded by Hensley to approve the Vouchers of February 2007.  
Unanimously carried.

Motion was made by Whittaker and seconded by Dunjic to send a letter of congratulations to Steve Crass for being voted Firefighter of the Year.

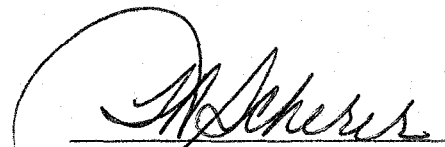
Motion was made by Whittaker and seconded by Hensley to adjourn the meeting at 9:50PM.  
Unanimously carried.

Next meeting: 8 March 2007 @7PM.

  
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Commissioner

  
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Secretary