

GRAYS HARBOR FIRE PROTECTION DISTRICT # 2

District Meeting Minutes

11 January 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. District Chief: Dan Prater. Deputy Chief's present: Frank Scherer, Larry Willis. Others present: Monty Mattson, Cheryl Thompson, Jerry Thompson, Mike Franks, Doug Thornton, Jim Welch, Dist #15, Donna Caton #15, Casey Novak, Pat Ball, Tony Broten, Jeff Novak, Philip Oldham, John Delia, Jr, Scott Schmitz, Nic Kiser, Mike Hubbard, Wade Snow and Rich Beeman, Greg Bash.

Flag salute was called.

Motion made by Hensley and seconded by Dunjic to approve the Agenda for 11 January 2007. Unanimously carried.

Motion made by Hensley and seconded by Dunjic to approve the minutes of 7 December 2006. Regular meeting. Unanimously carried.

Motion made by Dunjic and seconded by Hensley to approve the vouchers paid 18 December 2006. Unanimously carried.

Secretaries report as of 31 December 2006. A beginning balance of \$251,618.06, receivables \$60,946.79, payable vouchers \$170,238.71, P/R \$30,239.87; with a month end balance of \$76,106.27. The Petty Cash statement reported \$560.68. Ambulance Account balance is \$673.31. 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 December, monthly billing of \$25,516.00, monthly revenue received \$13,782.70, revenue received YTD \$213,260.75. Report attached. 61.81% return on billing. Transports for the month: 31, YTD: 426. Subscription Program Revenue for 2006 was \$6,750.00

Commissioner Hensley stated that we need the Newsletter, could it state the number of lives saved in the year.

Fire Chiefs Report: Report attached. Recap:

Closed out the L&I claim against Station #31, Level 6 costing us \$300.00, after taking a proactive approach and corrected the situation.

FC Prater asked the Commissioners to look at weekends that they could set aside for the Strategic planning workshop, Commissioner Dunjic said he is not available for the next four months on weekends. Whittaker said just to plan it.

Still working on the Grant for Pagers and Radios. Is approved and should be received soon. FC Prater is putting together the 2007 Newsletter, goal is for March; article ideas are needed. The Annual Report will be part of the Newsletter.

We will be streamlining the way the station reports will be given in the future. DC Prater would like to see the DC's hand in their report to him and he would give a summarized report to the Commissioners.

Motion was made by Whittaker and seconded by Hensley to streamline the way the Stations reports will be given in the future. Reports will be given to FC Prater and he will add it to his report. Deputy Chiefs will still attend the Commissioners meeting.

Unanimously carried.

Station Reports:

Central Park reported: 10 Fire calls, 34 EMS this month, 14 active, 1 probationary and 1 senior reserve. Installation is under way of the "NO SMOKE Exhaust System for all the rigs, this was under the FEMA Grant. We are noticing more water leaks around the station.

Brady reported: 2 senior reserves, 18 active, 3 probationary FF, 1 leave of absence, 2 applications. They had 109.5 training hours, 178.5 stand by hours, 18 tone outs, 5 fire calls and 13 aide calls.

Wynoochee reported: 5 volunteers, 1 senior reserve, 1 responder. They are working on repairing the roof light.

Unfinished Business:

#31 Bldg Report:

FC Prater handed out Bid-Spec for Station #31. Discussion followed. Commissioner Dunjic stated: Should we repair the leaks and weatherize? Bldg is substantially sound. Once that is done we could look at a remodel. Bldg spec just deals with the present damage.

DC Scherer feels we should have an A, B, C plan to analyze that we can do. Just doing siding and not consider doing windows or a remodel at the same time is not cost effective. We should get cost estimates on siding, windows and basic remodel, then we will know how far we can go. Dunjic totally agrees with Scherer, should do all now and not just bandage the station with siding. FC Prater stated there is a difference between fixing and expansion and will increase time and cost.

Commissioner Whittaker stated he would like to have the building completely repaired and weatherized whatever that takes. He does not see the good being done just to repair damage and do not go any further to see what is needed. Building must be structurally sound, leaks repaired, new windows in, then we could look at spec on a remodel and take our time with that and plan everything out. We should get estimates on two bid spec; leaks and expansion.

FC Prater does agree with Scherer, we could potentially be ripping off what we paid to just have done, so in doing the repairs we will keep the expansion in mind. Windows and roof issue needs to be addressed now. FC Prater and DC Scherer will work on bid specs. FC Prater will bring new spec to the next Commissioner meeting in February. FC Prater summarized the roof issue to the public attending the meeting.

Commissioner Dunjic feels we should have an engineer look at the Bldg. we need to do the project right and make sure that when we do the repairs it can be tied into a remodel.

Commissioner Dunjic wants the contractor to be bonded and a drug-free company, wages will be up to state standards.

New Business:

A letter was received from District #15 Artic, attached. Summarizing; they have just passed a new levy and cannot afford to pay Aberdeen Fire Department the amount of money they are asking for transports, would District #2 be interested in talking a contract for transports with Artic? They are able to pay \$5,300 for the year 2007. AFD assessed them \$7,558 for 2007. The contract is up end of January. District #15 had two representatives present and they spoke to the Commissioners; Donna Caton & Jim Welch. Discussion followed.

FC Prater stated there are man power issues. We would need to bring on another Medic, that is already budgeted for. FC Prater recommended a one year agreement with District #15 and evaluate it again at that time. Hensley asked about the time difference, Prater said there is a 4 minute difference between Aberdeen and us responding. Dunjic feels we should always help our neighbor. Public comment:

Jerry Thompson does not feel that we have the man power to go that far out of the district.

DC Scherer, discussed the boundaries of District #15. Scherer's concern is we are limited in man power and rigs to cover that distance bringing on 1 more medic does not help the situation on a winter night.

Rich Beeman feels that the day time is the concern, if both medics go and we are limited in day time coverage anyway, if you have a contract you have a duty to respond.

DC Willis asked "do we guarantee that we will send a medic? We do far more mutual aid than our own calls as it is.

District #15 does have personnel; they just need the people to transport the patient.

Kristi Thornton stated that our tax dollars are paid for our district not to be used out of the area.

Snow stated that we would have two medics on duty 7 days a week, we would benefit from that.

DC Scherer feels it is a lot to ask and we would be spread to thin.

Oldham wanted to know why adding a fifth medic is so hot now; that when we had 21 more runs we needed to wait and see how the Levy did. Why would taking on Artic be more important for the fifth medic than our own situation? FC Prater said the fifth medic was his idea. There has been talk of a private ambulance service stated Hensley.

Doug Thornton asked if there are legal issues if we have a contract and cannot respond and that person dies, can we be sued? Same thought in our own district. Hensley stated we have a duty to the District not to individuals.

We do have mutual aid with Artic.

Commissioners chose to defer a decision until January 19th, Friday at 7PM, where we will hold a public meeting on this topic and make a decision at that time. It will be put in the paper.

Commissioner Hensley brought up that Roberts Rules of Order has made a few changes. They have adopted a less formal meeting protocol where motions do not need to be seconded and all present are able to speak at least once.

The discussion on Roberts Rules of Order was tabled to the next meeting.

At 8:10PM the Commissioners called an Executive Session for 15 minutes to discuss Personnel Issues.

At 8:25PM it was extended 10 more minutes

At 8:35PM the regular meeting was called back to order. Action taken: A letter to the Editor by a District #2 employee and a letter of apology from a Commissioner to Mrs. Judi Hubbard went too far. Letter was not from all the Commissioners- should not have been done, per

Commissioner Whittaker after speaking with legal counsel. Issues need to be addressed by the whole Commission. A letter dated 1 January 07 was read into the minutes and attached. The letter, a verbal reprimand from the other two commissioners stating Commissioner Hensley used inappropriate methods to apologize to a resident for the actions of a District #2 employee.

Motion was made by Whittaker and seconded by Dunjic to approve the letter be entered into the minutes of this meeting with attached policy.

Commissioners Whittaker and Dunjic seconded the motion with Commissioner Hensley no.

Good of the Order:

The Title to #3242 Brady Ambulance was received this week, as it is paid in full.

Hensley stated that it is time to appoint the Annual EMS representatives, Scherer and Thompson are on the Board at this time. FD Prater stated that has already been done.

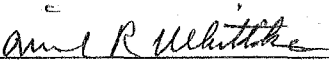
Pubic Comment

Motion was made by Dunjic and seconded by Hensley to approve the payroll of December 2006. Unanimously carried.

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

Motion was made by Dunjic and seconded by Whittaker to adjourn the meeting at 8:50PM. Unanimously carried.

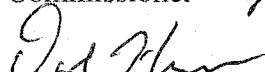
Next meeting: 8 February 2007 @7PM.




Commissioner



Commissioner



Commissioner



Secretary