



GRAYS HARBOR FIRE DISTRICT No. 2

Regular Meeting Minutes Board of Commissioners Station 31

Thursday, 14 January 2016

Chairman Bigby called the Regular Meeting of the Board of Commissioners to order at 7:00 p.m.

Members and Guests Present:

Adam Bigby	Chairman
Paul Dean	Commissioner
Michael Hubbard	Commissioner
Teri Scherer	District Secretary
Leonard Johnson	Fire Chief
James Sande	Lieutenant
John Delia Jr	FF/Paramedic

Flag salute was given.

AGENDA APPROVAL

***MOTION:** Commissioner Dean moved to approve the January 14, 2016 agenda as presented. Motion seconded by Commissioner Hubbard. Motion passed unanimously.*

1. CONSENT AGENDA:

- a. Minutes: Special Meeting of 10 December 2015 & Regular Meeting of 10 December 2015
- b. Payroll for January 2015 totaling \$72,000.00 estimate (not complete at this time).
- c. Vouchers #601-613, dated 18 December 2015 for the amount of \$13,819.64;
Vouchers #001-042, dates 14 January 2016 for the amount of \$37,839.93

***MOTION:** Commissioner Hubbard moved to approve all items on the consent agenda. Motion seconded by Commissioner Dean. Motion passed unanimously.*

2. CITIZEN REPORT – None.

3. CHIEF REPORT: Verbal and Written Report was given, discussion was held.

4. AMBULANCE REPORT: Verbal and written report was given, discussion was held.

5. SECRETARIES FINANCIAL REPORT: Verbal and written report was given

***MOTION:** Commissioner Dean moved to approve the Secretaries Financial Report as presented. Motion seconded by Commissioner Hubbard. Motion passed unanimously.*

6. COMMUNICATIONS: None at this time

7. UNFINISHED BUSINESS:

- a. POLICY REVIEW/UPDATES:** None for this meeting.

8. NEW BUSINESS:

- a. RESOLUTION 2016-01 SOLE SOURCE LP15:** The Board was presented with a resolution to consider the purchasing through a lease agreement with US Bank and Physio Control three (3) new LifePak 15 Monitor/Defibrillators. Discussion was held.

***MOTION:** Commissioner Dean moved to approve Resolution 2016-01 as presented. Motion seconded by Commissioner Hubbard. Motion passed unanimously.*

- b. WSP MOBILIZATION CONTRACT RENEWAL:** The Board was presented with an agreement with WSP-FPB for mobilization. Discussion was held.

***MOTION:** Commissioner Bigby moved to authorize Chief Johnson to execute the WSP Mobilization Contract renewal. Motion seconded by Commissioner Hubbard. Motion passed unanimously.*

- c. CONTRACT – GHPHD#2:** The Board was presented with revisions to the proposed Inter-local Agreement between the Fire District and Grays Harbor Public Hospital District No. 2. Chief Johnson discussed the proposed revisions and advised that the only remaining area that needed revision was to settle length of the term of the agreement. The draft presented had been reviewed by Fire District legal counsel, Brian Snure.

***MOTION:** Commissioner Dean moved to authorize the Chairman of the Board to execute the Inter-local Agreement between Grays Harbor Fire District No. 2 and Grays Harbor Public Hospital District No. 2; following final agreement on term of the contract and legal counsel review. Motion seconded by Commissioner Hubbard. Motion passed unanimously.*

- d. AUTHORIZATION FOR SEAL BIDS - AMBULANCE:** Discussion followed.

***MOTION:** Commissioner Bigby moved to authorize Fire Chief Johnson to solicit sealed bids for an Ambulance. Motion seconded by Commissioner Hubbard. Motion passed unanimously.*

- 9. RECOGNITION OF THE MONTH:** Chief Johnson would like to thank all the personnel that participated in preparation for the Festival of Lights Parade held in Montesano. We received the "Sweepstakes Award" and thank you to all who participated in the Day with Santa held at Station 31; special recognition for all personnel that responded on Christmas Day.

- 10. BOARD ELECTIONS:** The Board took nominations for the both the positions of Chair and Vice-Chair for the Board of Commissioners.

***MOTION:** Commissioner Bigby moved to nominate and elect Commissioner Paul Dean as Chair of the Board of Commissioners. Motion seconded by Commissioner Hubbard. Motion passed unanimously.*

MOTION: Commissioner Hubbard moved to nominate and elect Commissioner Adam Bigby as Vice-Chair of the Board of Commissioners. Motion seconded by Commissioner Dean. Motion passed unanimously.

11. **EXECUTIVE SESSION:** None at this time

12. **ADJOURNMENT:** Chairman Bigby requested a motion to adjourn the meeting.

MOTION: Commissioner Dean moved to adjourn the Regular Meeting of the Board of Commissioners. Motion seconded by Commissioner Hubbard. Motion passed unanimously. Meeting adjourned at 7:43pm.

Next meeting: 4 February 2016

Chairman

District Secretary

Commissioner

Commissioner