



GRAYS HARBOR FIRE DISTRICT No. 2

Regular Meeting Minutes Board of Commissioners Station 31

Thursday, 14 April 2016

Vice Chairman Bigby called the Regular Meeting of the Board of Commissioners to order at 1900.

Members and Guests Present:

Adam Bigby	Commissioner	Wade Snow	FF/Paramedic
Michael Hubbard	Commissioner	Ryan Thornton	FF/EMT
Teri Scherer	District Secretary		
Leonard Johnson	Fire Chief		
Frank Scherer	Deputy Chief		
Lt Anthony Broten	FF/Paramedic		

Chairman Dean excused.

Flag salute was given.

AGENDA APPROVAL

***MOTION:** Commissioner Bigby moved to approve the March agenda as presented. Motion seconded by Commissioner Hubbard. Motion passed unanimously.*

1. CONSENT AGENDA:

- a. Minutes: Regular Meeting on 15 March 2016
- b. Payroll for April 2016 totaling \$53,997.38
- c. Vouchers #138-173, dated 4 April 2016 in the amount of \$22,245.04; and Voucher #174-208, dated 14 April 2016 in the amount of \$29,597.70.

***MOTION:** Commissioner Hubbard moved to approve the consent agenda. Motion seconded by Commissioner Bigby. 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. SECRETARY'S FINANCIAL REPORT: Verbal and written report was given

***MOTION:** Commissioner Bigby moved to approve the Secretary's 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:** No policies for review or update at this meeting.
- b. **INTER-LOCAL AGREEMENT GHPHD#2:** Chief Johnson updated the Board on the status of the agreement. Discussion was held.
- c. **STATION 31 UPDATE:** Civil drawings are complete; plans may be available next week. Discussion was held.

8. NEW BUSINESS:

- a. **VEHICLE PURCHASE:** Chief Johnson reported on locating a pickup through GSA excess system. The vehicle is a 2008 Chevrolet 2500HD 4x4 with canopy, mileage approximately 46,500. It is in North Carolina and is owned by the USFS. The vehicle will require paint. The acquisition cost of the vehicle is \$8,300. The vehicle will need to be picked up or delivered from its current location. The vehicles intended purpose is to serve as an addition service vehicle and wildland engine within the Fire District. Discussion was held.
- b. **IFT ANALYSIS UPDATE FOR 2015:** The Inter-facility Transport annual analysis report was presented by Chief Johnson. Discussion was held.
- c. **VEHICLE ACCIDENT SETTLEMENT:** On March 8, 2016 the Fire District was involved in a collision between M3143 and a parked vehicle owned by Mrs. Mullins. Based on the damage and the value of the vehicle, the recommendation is to offer the owner a settlement for the damages of \$1,000.00 rather than submitting to Enduris. The owner has agreed to the offer if it is approved by the Board. Discussion was held.

***MOTION:** Commissioner Bigby moved to approve the settlement of \$1,000.00 to Janel Mullins for a vehicle accident on 8 March 2016 with one of the District apparatus. Motion seconded by Commissioner Hubbard. Motion passed unanimously.*

- d. **STRETCHER REPAIR PARTS:** Chief Johnson presented to the Commissioners a proposal to purchase three (3) Steerlock retro assembly kits for the stretchers in the ambulances; the purchase will total \$3,406.31. This purchase will be from Stryker.

***MOTION:** Commissioner Hubbard moved to allow Chief Johnson to purchase three (3) Steerlock retro fit assembly kits for the Stryker stretchers. Motion seconded by Commissioner Bigby. Motion passed unanimously.*

- e. **L.N. CURTIS & SONS:** The Board was presented with a quotation from LN Curtis to purchase 1-3/4 inch, 2-1/2 inch and 3 inch new fire hose for addition to engines. The quotation was for \$11,811.26. Discussion was held.

***MOTION:** Commissioner Hubbard moved to approve the purchase of new fire hose in the amount of \$11,811.26 as presented in the quotation. Motion seconded by Commissioner Bigby. Motion passed unanimously.*

9. RECOGNITION OF THE MONTH: See attached.

10. **EXECUTIVE SESSION:** Vice Chairman Bigby called an Executive Session at 2018. RCW 42.30.140(4) (a) Collective bargaining sessions with employee organizations, including negotiations, grievance meetings and discussions relating to the interpretation or application of a labor agreement; or (b) that portion of a meeting during which the governing body planning or adopting the strategy or position to be taken by the governing body during the course of any collective bargaining, professional negotiations, or grievance or mediation proceedings, or reviewing the proposals made in negotiations or proceedings while in progress. (Session to last 5 minutes).

Vice Chairman Bigby called the Regular Meeting back to order at 2023, no action was taken as a result of the Executive Session.

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

***MOTION:** Commissioner Hubbard moved to adjourn the Regular Meeting of the Board of Commissioners. Motion seconded by Commissioner Bigby. Motion passed unanimously. Meeting adjourned at 2024.*

Next meeting: 12 May 2016

Chairman

District Secretary

Commissioner

Commissioner