



GRAYS HARBOR FIRE DISTRICT No. 2

Regular Meeting Minutes Board of Commissioners Station 31

Thursday, 14 July 2016

Chairman Dean called the Regular Meeting of the Board of Commissioners to order at 7:00PM.

Members and Guests Present:

Paul Dean	Commissioner	Frank Scherer	Deputy Chief
Adam Bigby	Commissioner	John Delia	FF/Paramedic
Michael Hubbard	Commissioner		
Teri Scherer	District Secretary		
Leonard Johnson	Fire Chief		

Flag salute was given.

AGENDA APPROVAL

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

1. **CONSENT AGENDA:**

- a. Minutes: Regular Meeting on 14 June 2016.
- b. Payroll for July 2016 totaling \$69,428.18
- c. Vouchers #314-332, dated 29 June 2016 in the amount of \$8,456.62; Voucher #333, dated 11 July 2016 in the amount of \$1,000.00; and Vouchers #334-376 dated 14 July 2016 in the amount of \$74,292.49.

***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. **STATION 31 UPDATE:** An updated set of drawings for the Station 31 remodel/new construction project were presented to the Board of Commissioners to review.

Chief Johnson presented a modification to the Phase 1 proposal from TCA Architecture. The original plan was to keep the main structure of Station #31 and incorporate it into the new structure. Information through the planning process has demonstrated that it is more costly to modify and improve the existing structure. A proposal to replace the fire station is being prepared for discussion including reductions in square footage to decrease costs. Discussion was held.

- c. **GH COUNTY PAYROLL PROCESSING CHANGES:** Chief Johnson & Teri Scherer met with Grays Harbor County Commissioner Raines and staff to discuss the recent changes in payroll charges annually. The new charges are based off the salaries and benefits of existing staff, payroll services recently added a part-time position. The County has chosen not to assess the new rates until 2017 instead of the earlier June 2016 proposal. Chief Johnson discussed the benefit of completing payroll internally rather than pay the additional annual fees. Discussion was held.

8. NEW BUSINESS:

- a. **ABERDEEN/VAUGHN/GHFD#2 WATER PROJECT:** Information concerning the new fire pump installed at the Aberdeen water project located on Geissler Road. Vaughn Pumps donated the pump and drive unit for the project, both Fire District 2 and City of Aberdeen contributed to the project to complete it. Training on the pump will occur in August.
- b. **WSRB TENDER CREDIT CHANGES:** The Board was provided recent information concerning modifications to the tender credit program from WSRB. Discussion was held.
- c. **MOU-WA DNR OLYMPIC REGION FOR TANK:** The purpose of the MOU is to allow for the Fire District to utilize a DNW 125 gallon water tank for a slip in unit during wildland fire season.

***MOTION:** Commissioner Bigby moved to authorize the Chairman of the Board to execute the MOU between Fire District 2 and WA-DNR Olympic Region. Motion seconded by Commissioner Hubbard. Motion passed unanimously.*

- d. **RESOLUTION 2016-05 SURPLUS FIRE HOSE:** A resolution for the surplus of excess property was presented to the Board. The items for surplus are excess fire hose that has been replaced.

***MOTION:** Commissioner Bigby moved to approve Resolution 2016-05 Surplus Fire Hose as presented. Motion seconded by Commissioner Hubbard. Motion passed unanimously.*

9. RECOGNITION OF THE MONTH: There were multiple recognitions for the month:

- Correspondence from recent motorcycle poker run recognizing FF Jacob Benner.

- Captain Josh Ambrose (*Olympia skills day coordination*), FF/PM James Kuchciak (*assisting with skills day station*), DC Scherer (*skills day logistics coordination*)
- All Personnel – *Skills Training Completion*
- Thank You Letter (*FF/P Oldham, Kuchciak & V/EMT Barrow*)

10. EXECUTIVE SESSION: Chairman Dean called an Executive Session at 2000. 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; also, RCW 42.30.110(g) to evaluate the qualifications of an applicant for public employment or to review the performance of a public employee. (Session to last 10 minutes).

Chairman Dean called the Regular Meeting back to order at 2010, no action was taken as a result of the Executive Session.

11. ADJOURNMENT: Chairman Dean requested a motion to adjourn the meeting.

MOTION: *Commissioner Bigby moved to adjourn the Regular Meeting of the Board of Commissioners. Motion seconded by Commissioner Hubbard. Motion passed unanimously. Meeting adjourned at 2012.*

Next meeting: 11 August 2016

Chair

District Secretary

Commissioner

Commissioner