



GRAYS HARBOR FIRE DISTRICT No. 2

Regular Meeting Minutes Board of Commissioners Station 31

Thursday, 11 August 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	Lt. Anthony Broten	FF/Paramedic
Michael Hubbard	Commissioner	Ryan Thornton	FF/EMT
Teri Scherer	District Secretary		
Leonard Johnson	Fire Chief		

Flag salute was given.

AGENDA APPROVAL

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

1. **CONSENT AGENDA:**

- Minutes: Regular Meeting on 14 July 2016.
- Payroll for August 2016 totaling \$60,368.00
- Vouchers #377-395, dated 28 July 2016 in the amount of \$7,204.89;
Voucher #396-431, dated 11 August 2016 in the amount of \$33,711.37.

***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:**

- **POLICY REVIEW/UPDATES:** No policies for review or update at this meeting.
- **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. 3,000 square feet have been shaved off the original design. Discussion was held.

8. NEW BUSINESS:

- a. **ENDURIS PY 2017 RENEWAL:** Renewal of the insurance policy with Enduris is due in September. No changes for 2017. Discussion was held.
- b. **MOU-WA DNR ENGINE:** GHFD#2 has a need for fire suppression capability in the fire protection district. We will insure the engine.

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

- c. **RESOLUTION 2016-06 Amending FY2016 Budget:** Submitted are changes or additions to reallocate resources and expenditures for the District.

***MOTION:** Commissioner Bigby moved to approve Resolution 2016-06 amending the FY2016 Budget as presented. Motion seconded by Commissioner Dean. Motion passed unanimously.*

- 9. **RECOGNITION OF THE MONTH:** There were multiple recognitions for the month:
 - i. Brian Baldwin (Night Out Against Crime – PIO work)
 - ii. All personnel that participated and supported Night Out Against Crime
 - iii. Personnel that supported SAR Mission – Olympic National Park

- 10. **EXECUTIVE SESSION:** None

- 11. **ADJOURNMENT:** Chairman Dean requested a motion to adjourn the meeting at 7:43pm.

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

Next meeting: 8 September 2016

Chair

District Secretary

Commissioner

Commissioner