



GRAYS HARBOR FIRE DISTRICT No. 2

Regular Meeting Minutes Board of Commissioners Station 31

Thursday, 9 February 2017

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

Members and Guests Present:

Adam Bigby	Commissioner
Paul Dean	Commissioner
Teri Scherer	District Secretary
Leonard Johnson	Fire Chief
Frank Scherer	Deputy Chief
James Kuchciak	FF/Paramedic
Derek Jensen	FF/EMT
Charles King	Firefighter

Flag salute was given.

AGENDA APPROVAL

***MOTION:** Commissioner Bigby moved to approve the February Regular Meeting agenda as presented. Motion seconded by Commissioner Dean. Motion passed unanimously.*

1. CONSENT AGENDA:

- a. Minutes: Special Meeting on 17 January 2017
- b. Payroll for February 2017 totaling \$64,661.37
- c. Vouchers #61-72, dated 2 February 2017 in the amount of \$5,572.94;
Vouchers #169-203, dated 9 February 2017 in the amount of \$46,663.52
- d. Excused absence: Commissioner Michael Hubbard

***MOTION:** Commissioner Bigby moved to approve 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. 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 Dean. Motion passed unanimously.*

6. COMMUNICATIONS: None at this time.

7. UNFINISHED BUSINESS:

- a. **POLICY REVIEW/UPDATES:** None at this time
- b. **STATION 31 UPDATE:** The Board was updated on the status of the project and movement; Berglund, Schmidt & Associates will start civil phase 1 within the next two weeks and dig test holes for water movement. Proposal with Exhibit A & B was presented to the Commissioners. The plan is for a 7200 sq. ft. building. Commissioners discussed hiring a General Contractor. Discussion was held.
- c. **PAYROLL PROCESSING/INTER-LOCAL AGREEMENT:** Chief Johnson updated the Board on the status with the transition with the County Payroll Department. No new developments from the County, still looking to go live with the April payroll.

8. NEW BUSINESS: None at this time

9. RECOGNITION OF THE MONTH: Big thank you to all staff and volunteers that helped with the busy month and covering all the openings in January.

10. EXECUTIVE SESSION: None at this time.

11. ADJOURNMENT: Chairman Dean requested a motion to adjourn the meeting at 7:18.

***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: 9 March 2017

Chairman, Paul Dean

District Secretary, Teri Scherer

Commissioner, Adam Bigby

Commissioner, Mike Hubbard