



**Regular Meeting Board of Commissioners
Meeting Minutes
Station 2-1
Thursday, 11 April 2024 at 7:00PM**

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

Members and Guests Present:

Dave Everitt	Commissioner	Scott McClaine	LT/PM
Dale Hensley	Commissioner	Nick Smith	FF/EMT
Raymond Winter	Commissioner	Casey Hogarty	FF/EMT
Teri Scherer	District Secretary	Brian Briscoe	FF/EMT
John McNutt	Fire Chief	Charles Maloney	FF/EMT
Frank Scherer	Deputy Chief	Steve Beeman	FF/EMT
Tony Broten	Captain	Greg Schwartz	FF/EMT
James Kuchciak	LT/PM	Tsuki Fox	EMT
James Sande	LT/PM	Paul Barrow	FF/EMT
Josh Warring	FF/PM	Keyonno Lacefield	P-FF
		Robert Lacefield	P-FF

3. APPROVAL OF MEETING AGENDA

***MOTION:** Commissioner Hensley moved to approve the 11 April 2024 Regular Meeting Agenda. Motion seconded by Commissioner Winter.
Motion passed unanimously.*

4. CONSENT AGENDA:

- a. Regular Meeting Minutes of 14 March 2024
- b. PR Draw #348-356 dated 15 April 2024 in the amount of \$13,898.65.
- c. PR Quarterlies #392-395 dated 03 April 2024 in the amount of \$24,132.73.
- d. Claims #396-428 dated 04 April 2024 in the amount of \$27,634.84.
- e. PR Month-End #452-501 dated 30 April 2024 in the amount of \$96,925.67.

***MOTION:** Commissioner Hensley moved to approve the Consent Agenda a-e. Motion seconded by Commissioner Winter.
Motion passed unanimously.*

- 5. CITIZEN COMMENTS:** Brian Briscoe commented that he would like to see Captain Josh Ambrose recognized for his 27 years of service. Greg Schwartz and Asa Fox read letters they wrote to the commissioners; letters are attached into the minutes.

FF/EMT Paul Barrow and Deputy Chief Scherer commented on the Volunteer Labor-Management issue.

MOTION: Commissioner Hensley made a motion to enact the termination clause as stated in #5 "Termination without cause"; of the Fire Chief's contract. Motion was ruled out of order as the Commissioners had already moved into the discussed phase of another motion.

Commissioner Hensley chose not to bring the motion back up.

6. **CHIEF REPORT:** Verbal and written report was given.
7. **MONTHLY FINANCE REPORT:** Written report was given for March 2024.
8. **SECRETARY'S FINANCIAL REPORT:** Verbal and written report was given.

MOTION: Commissioner Hensley moved to approve the Secretary's Financial Report for March 2024 as presented. Motion seconded by Commissioner Winter. Motion passed unanimously.

9. CORRESPONDENCE

10. UNFINISHED BUSINESS:

- a. **Wynoochee Property Committee Report:** Attached are the notes from the meeting with Kyle Roundtree, Commissioner Everitt, Chief McNutt, and DC Scherer.
- b. **EMS Board Representative Report:** Did not attend.
- c. **GH Fire Commissioners Assn Representative Report:** Commissioner Winter attended the meeting on 18 April, notes attached.
- d. **Vol Labor-Management Meeting:** The attendees discussed a 5-year plan, talked about Recruitment and Retention and how to bring the volunteers back together.

MOTION: Commissioner Everitt made a motion to dissolve the Volunteer Labor-Management Board and reopen it up to all volunteers to appoint who they want to represent them. Motion seconded by Commissioner Winter. Motion passed unanimously.

AMEND MOTION: Commissioner Hensley would like to amend the motion to keep the Volunteer Labor-Management Board and allow others to join the Board. Motion failed for lack of a second.

Commissioner Hensley asked to be removed from the reorganized Volunteer Labor-Management Board, Commissioner Everitt will take his place as the Management Representative.

- e. **Station 2-1 Sign:** DC Scherer reported that he will start applying for grants as they become available.

**At 8:05PM Commissioner Winter called for a 5-minute break
Regular meeting called back to order at 8:10PM**

11. NEW BUSINESS:

- a. **Resolution 2024-04 Surplus Property (1998 Brush Engine):**

MOTION: Commissioner Hensley made a motion to approve Resolution 2024-04 to surplus the 1998 International 4700 Brush Engine. Motion seconded by Commissioner Winter. Motion passed unanimously.

b. Resolution 2024-05 Declaring Real Property Surplus to The Needs of the District and Authorizing the Sale of the Property: Discussion followed.

***MOTION:** Commissioner Winter made a motion to declare Station 2-4 surplus property and authorize the sale of this property. Motion seconded by Commissioner Everitt. Motion passed unanimously.*

***MOTION:** Commissioner Hensley made a motion that money from the sale of Station 2-4, Montesano property be put in the Reserve Fund ear marked for the purchase of apparatus. Motion seconded by Commissioner Everitt. Motion passed unanimously.*

c. Station 2-4 Information Checklist: Commissioners reviewed the information check list. Discussion followed as to the best way to sell; Broker or sell privately.

***MOTION:** Commissioner Winter made a motion to use Quigg and Company to broker Station 2-4 in Montesano. Motion seconded by Commissioner Hensley. Motion passed unanimously.*

d. Resolution 2024-06 Multi-Jurisdictional Hazard Mitigation Plan: Reviewed.

***MOTION:** Commissioner Everitt made a motion to adopt Resolution 2024-06 Multi-Jurisdictional Hazard Mitigation Plan as presented. Motion seconded by Commissioner Hensley. Motion passed unanimously.*

e. Policy 30.5 Cash & Payment Procedures: Reviewed

***MOTION:** Commissioner Hensley made a motion to adopt Policy 30.5 Cash and Payment Procedures as presented. Motion seconded by Commissioner Winter. Motion passed unanimously.*

f. Policy 10.5 was put on the agenda in error, it is still being updated.

g. Policy 20.10 was put on the agenda in error, it is still being updated.

h. Increase the Board of Commissioners from 3-5: Discussion followed.

***MOTION:** Commissioner Hensley made a motion to table discussion for the May meeting. Motion seconded by Commissioner Everitt. Motion passed unanimously.*

i. District Secretary Parking Sign: Parking for the secretary seems to be needed.

***MOTION:** Commissioner Everitt made a motion to have a space designated for secretary parking. Motion seconded by Commissioner Hensley. Motion passed unanimously.*

- 12. Good of the Order:** Chief McNutt asked the Commissioners if any of them would like to attend the Active Shooter drill on 20 April 2024 at Lincoln Elementary School in Hoquiam. One commissioner will attend.
- 13. Recognition of the Month:** Commissioner Everitt would like to give an atta-boy to PM Josh Warring for his organization of the gear at Station 2-2, Brady, nice job. Thank you, Jeff Granstrom for taking such good care of Station 2-2, Brady.
- 14. EXECUTIVE SESSION:** At 8:40PM Chairman Everitt asked for an Executive Session under RCW 42.30.110 (g) to evaluate the qualification of an applicant for public employment or to review the performance of a public employee. The session began at 8:40PM to last 10 minutes, session was extended 10 minutes. Commissioners and Fire Chief McNutt were in attendance.

At 9:00PM Regular meeting was called back to order with no action taken at this time.

- 15. ADJOURNMENT:** Commissioner Everitt requested a motion to adjourn the meeting at 9:02PM.

***MOTION:** Commissioner Hensley moved to adjourn the Regular Meeting of the Board of Commissioners. Motion seconded by Commissioner Winter. Motion passed unanimously.*

Chairman, Dave Everitt

District Secretary, Teri Scherer

Commissioner, Dale Hensley

Commissioner, Ray Winter