

Board of Commissioners Meeting

January 9, 2019

Chairperson Cameron called a regular Board of Commissioners meeting to order at 5:30 pm on January 9, 2019, at Cowlitz 2 Fire & Rescue Headquarters Station in the high school classroom.

The following were present:

Commissioner Hallanger

Commissioner Olson

Chief LaFave

FA Ballinger

BC Graham

FF/EMT Fisher

Commissioner Headley

Commissioner Neves

DC Ribelin

DFM Huff

HSO Agren

BC Tone

Approve Minutes of Previous Meeting:

A motion was made by Commissioner Hallanger to approve the December 26, 2018, BOC meeting minutes with edits as presented. Commissioner Neves seconded the motion. No further discussion. Motion carried.

Public Comments:

None

Awards & Recognition:

None

Verbal Reports:

None

Written Reports:

Capital Improvement Project Update: DFM Huff provided a written report that was included in the board packet. Bid advertisement for station 25 started on January 2, with a second publication that occurred today. A pre-bid walkthrough is scheduled on January 16 and the bid opening will occur on January 31 at 2:30 pm at station 21. The recycling containers have been moved from station 25 property and are now located inside Riverside Park by the maintenance building.

Pre-construction meeting with Tapini occurred on Friday, January 4, 2019, and went very well. The timeline for the project is not yet complete, but Tapini expects to begin work the first week of February. Staff is working on a plan to notify neighbors about the start of construction and potential noise and vibration that may occur. We will be renting the mobile home to Tapini for

the duration of the project to use as office space. The contract for that is being worked on currently. The Board would like staff to put updates on social media and issue a press release.

Shop Rate Adjustment: Our current shop rate is \$85 per hour, with the last shop rate adjustment occurring in 2013. Staff presented an updated expense report to show the true current costs of the shop. The Board would like to know what percentage of time our shop spends on doing work for outside agencies, and would like staff to bring that information back to a future meeting. After some discussion, the Board would like staff to bring this recommendation back in a resolution to adjust the shop rates to \$100 per hour as the regular rate and \$150 per hour as the overtime rate, with an annual escalator.

Action Items:

Surplus Computer Equipment (Staff Report 1-1-001): Over the past several years, we have replaced numerous computers, monitors and docking stations. The equipment that has been replaced is no longer usable to the District, and staff is requesting the items listed in the staff report to be surplus.

A motion was made by Commissioner Headley to approve the surplus of computer equipment outlined in staff report 1-1-001 at Chief LaFave's discretion. Commissioner Olson seconded the motion. No further discussion. Motion carried.

Resolution 798-2019: Salaries Effective January 1, 2019: This salaries resolution reflects an additional 1% increase to all salaries from resolution 797-2018, reflects FA Ballinger's raise in base salary and not as premium pay and increased part-time employee's pay rate by 4% to mirror the total increase the rest of staff received for 2019.

A motion was made by Commissioner Hallanger to authorize Resolution 798-2019 as presented. Commissioner Olson seconded the motion. No further discussion. Motion carried.

Cowlitz 911 Service Level Agreement: The final draft for this agreement is now ready for approval with the new Cowlitz 911 agency and includes agency fees through 2020.

A motion was made by Commissioner Hallanger to approve the Cowlitz 911 Agreement as presented, and to be signed by Chief LaFave. Commissioner Headley seconded the motion. No further discussion. Motion carried.

Chief's Report:

- Apparatus moves will be occurring throughout the year due to new apparatus entering our fleet, and apparatus surplus requests will be presented based on those moves as needed.
- Cowlitz 911 is still evaluating two potential sites for their new dispatch center.
- Our goal is to have our new command rig in service next week.
- Hazmat proposal will be submitted to the county in the near future to support a funding program for this service to the industrial areas.
- The meeting room at station 22 will be turned into dorm rooms during construction to accommodate a crew as needed.
- Chief and BC Graham will be attending the Legislative Day in Olympia on January 24.

- Chief will be speaking at a press conference in Olympia on January 17 when the Commissioner of Public Lands rolls out their strategic plan.
- Asbestos testing was recently conducted at station 22 and 25. Both stations do have asbestos.
- Injury to a part-time employee occurred on Christmas Day while fighting a fire. He is now on light duty and working in the office.

Payroll:

A motion was made by Commissioner Neves to approve payroll totaling \$208,793.75 for warrant numbers 57427 through 57449 dated January 4, 2019. Commissioner Olson seconded the motion. No further discussion. Motion carried.

Vouchers:

A motion was made by Commissioner Hallanger to approve vouchers totaling \$3,705.28 for warrant numbers 57421 through 57426 dated December 31, 2018 and \$65,406.62 for warrant numbers 57450 through 57488 dated January 11, 2019. Commissioner Headley seconded the motion. No further discussion. Motion carried.

Executive Session:

Chairperson Cameron recessed the regular meeting at 6:18 p.m. to enter into Executive Session to discuss personnel for approximately 20 minutes.

Chairperson Cameron closed the Executive Session and re-opened the regular meeting at 6:40 pm.

Announcements:

None

Adjournment:

Meeting was adjourned by Chairperson Cameron at 6:41 p.m.

Chairperson Cameron

District Secretary