

Board of Commissioners Meeting

February 13, 2019

Chairperson Cameron called a regular Board of Commissioners meeting to order at 5:34 pm on February 13, 2019, at Cowlitz 2 Fire & Rescue Headquarters Station in the high school classroom. The following were present:

Commissioner Hallanger

Commissioner Neves

Chief LaFave

FA Ballinger

BC Graham

HSO Agren

Commissioner Headley

Commissioner Olson

DC Ribelin

DFM Huff

Volunteer Coordinator Meller

FF/EMT Fisher

Approve Minutes of Previous Meeting:

A motion was made by Commissioner Neves to approve the January 23, 2019, BOC meeting minutes as is. Commissioner Headley seconded the motion. No further discussion. Motion carried.

Public Comments:

None

Awards & Recognition:

None

Verbal Reports:

Collins Architectural Proposal for St 24: Chief LaFave met with architect Craig Collins to review improvements that need to be completed at station 24. Chief LaFave still needs to speak with Kelso School District officials about water at this station. The contract is being finalized for architectural services now, and will cost approximately \$10,000.

Written Reports:

Capital Improvement Project Update: DFM Huff provided a written report that was included in the board packet. On January 31, C2FR held the bid opening for station 25 construction and a recommendation was included in the board packets (see action items for details).

Station 22 mobile home has been cleaned out and Tapani has moved in. They will pay for rent and utilities in accordance with the contract that was recently signed. February 18 is the scheduled start date for pile driving to begin, and will last 7-14 days. Staff notified neighbors about the start of construction and potential noise and vibration by distributing flyers at the local store, in neighborhoods, signs and banners at the station, our website and our Facebook page.

Action Items:

Station 25 Construction Bid Award (Staff Report 2-1-001): We received three bids for the construction of a new fire station in the competitive bid process for station 25. Bids were opened on January 31, 2019, and has since been thoroughly reviewed. All three bidders were responsive. Berschauer Group was the lowest bidder at \$2,730,000, not including sales tax.

A motion was made by Commissioner Neves to award the station 25 construction bid to the lowest bidder, Berschauer Group, for \$2,730,000, not including sales tax. Commissioner Hallanger seconded the motion. No further discussion. Motion carried.

Generator at Station 21 Bid Award (Staff Report 2-1-002): We were awarded a Hazard Mitigation Grant for the replacement and upgrade of our generator system at station 21 in 2017. The initial estimate for the project was for \$96,000, with C2FR being responsible for \$12,000. However, since we applied for the grant, there have been costs we didn't anticipate and increased costs to items included in this project. C2FR will now be responsible for \$32,000.

We received four bids for the generator project at station 21 in the competitive bid process. Bids were opened on January 29, 2019, and have since been thoroughly reviewed. All four bidders were responsive. Pacific Northern Environmental was the lowest bidder at \$105,691, not including sales tax.

A motion was made by Commissioner Hallanger to award the generator bid for station 21 to the lowest bidder, Pacific Northern Environmental, for \$105,691, not including sales tax. Commissioner Headley seconded the motion. No further discussion. Motion carried.

New Ambulance (Staff Report 2-1-003): The Board authorized the purchase of a demo medic unit from Braun Northwest on December 26, 2018 for \$155,000, including sales tax. However, the cost of the unit, change orders and necessary equipment will cost closer to \$170,000. Staff brought this information back to the Board since the total cost has exceeded the initial approval. However, the Board determined they do not need to take action for the additional cost since it is for equipment and technology going on to the medic unit. In the future, staff will ensure that the proposal for a project is inclusive of all foreseen costs so the Board is aware of the total cost of a project.

Chief's Report:

- No asbestos removal will be required at station 22 and only flooring at station 25 will require asbestos removal.
- GEMT revenue virtually stopped when the government shut down in December. We anticipate this revenue to start back up in later this month or next.
- Washington Surveying and Rating Bureau is scheduled to start the fire protection rating evaluation process on March 5. Planning will be taking the lead on this project.
- Increased staffing during the few snow days we had went very well and we had good participation from volunteers.
- Cowlitz 911 asked about the potential of a radio tower at station 22. This is still early in the discussion, and they may have other viable options as well.
- The SCBA bid opening is occurring tomorrow at 2:30 pm. Chief LaFave asked our bond attorney if we are able to use bond funds to pay for this purchase. Since this equipment is an upgrade and not a replacement, it is acceptable. *The Board set a special board meeting*

for Friday, February 15 at 1:00 pm to award the SCBA bid. FA Ballinger will notify the media as required by law and send out an agenda tonight after this board meeting.

- Chief LaFave and DC Ribelin will be attending the Kelso School District's breakfast this Friday.
- Discussion about station 22 grounds and the potential need of a storage building there in the future. Chief LaFave will reach out to Gibbs & Olson to ask about storm water requirements.
- The recruit academy recently started.
- One of our part-time employees was hired full-time at Longview Fire Department, so we will be short a part-time staff on shift.
- Chief LaFave plans to have a revised OAP at the second meeting in March.
- Commissioner Headley provided an update on Cowlitz 911's board meeting earlier today.

Payroll:

A motion was made by Commissioner Neves to approve payroll totaling \$218,951.19 for warrant numbers 57601 through 57621 and two EFT's dated February 5, 2019. Commissioner Headley seconded the motion. No further discussion. Motion carried.

Vouchers:

A motion was made by Commissioner Headley to approve vouchers totaling \$10,010.67 for warrant numbers 57622 through 57624 dated February 8, 2019 and \$70,363.93 for warrant numbers 57625 through 57693 dated February 15, 2019. Commissioner Neves seconded the motion. No further discussion. Motion carried.

Announcements:

- WA Fire Commissioners conference is in Chelan in June.

Adjournment:

Meeting was adjourned by Chairperson Cameron at 6:31 p.m.

Chairperson Cameron

District Secretary