

Board of Commissioners Meeting

May 8, 2019

Chairperson Cameron called a regular Board of Commissioners meeting to order at 5:30 pm on May 8, 2019, at Cowlitz 2 Fire & Rescue Headquarters Station in the front conference room. The following were present:

Commissioner Hallanger

Commissioner Olson

DC Ribelin

DFM Huff

Commissioner Headley

Chief LaFave

FA Ballinger

Approve Minutes of Previous Meeting:

A motion was made by Commissioner Hallanger to approve the April 10, 2019, BOC meeting minutes as is. Commissioner Olson seconded the motion. No further discussion. Motion carried.

Public Comments:

None

Awards & Recognition:

BC Thayer did a remarkable job coordinating our involvement with other fire agencies for the DeRosier memorial. Our agency had 42 personnel attend the service. Columbia Ford was extremely generous to donate two vans so we could transport our personnel to the memorial together. The board appreciates BC Thayer's work on this and thanks the businesses that supported us and surrounding agencies during this tragic event.

Verbal Reports:

None

Written Reports:

Capital Improvement Project Update: DFM Huff provided a written report. At station 25, the geo pad, rain retention drains and sewer line tap are all complete. The forms for the foundation are almost complete and the electricians and plumbers are onsite to place the underground plumbing and electrical conduit in.

The slab is complete, the fire riser line is installed and the framing has started at station 22. The foam insulation is almost complete around the foundation and the water vault has been installed. The hydrant and FDC have also been installed.

SCBA's have been ordered and should be delivered any day now. Training will occur for our SCBA technicians first, then our personnel will be trained by them. The in service date for the SCBA's is anticipated to be in about a month.

Action Items:

OAP 2019: Staff presented the updated organizational action plan (OAP) with edits that were provided from the board at the last couple of meetings.

A motion was made by Commissioner Olson to approve the 2019 OAP with edits by the board. Commissioner Hallanger seconded the motion. No further discussion. Motion carried.

Supplemental Budget #1: Staff presented a proposed supplemental budget. Discussion regarding GEMT revenue and payments. All questions by the board were answered by staff. This will be brought back to a future meeting with a resolution for adoption.

Resolution# 801-2019: Transfer to Reserve Fund: Staff presented a resolution to transfer \$110,000 from the general fund to the reserve fund. This will bring our reserve fund up to \$1,000,000 for the first time in the district's history.

A motion was made by Commissioner Headley to approve Resolution# 801-2019: Transfer to Reserve Fund as is. Commissioner Hallanger seconded the motion. No further discussion. Motion carried.

Authorize New Position: Based on priorities and objectives set by the board and recommendations made by the focus group over a year ago, Chief LaFave is recommending the authorization of a new represented, full-time Firefighter/EMT position. This will bring each shift up to 11, which is the number one priority identified by the district.

A motion was made by Commissioner Headley to authorize a new represented, full time Firefighter/EMT position. Commissioner Olson seconded the motion. No further discussion. Motion carried.

Surplus Trailer TL3 (Staff Report 5-1-001): This is a homemade utility trailer, that has served the district well for 23 years, and that was donated by the LaFave family in 1996. We recently purchased a new trailer to replace it since it no longer serves the needs of the district. After some discussion, the Board would like to transfer it back to the LaFave family at no cost, if they are interested in having it.

A motion was made by Commissioner Hallanger to authorize the surplus of the 1996 homemade trailer (TL3), and transfer it back to the LaFave family at no cost. Commissioner Headley seconded the motion. No further discussion. Motion carried.

Surplus Turnout Coats & Pants (Staff Report 5-1-002): Staff is recommending the surplus of nine turnout pants and three turnout coats that no longer meet the needs of the district or the safety requirements as prescribed by law.

A motion was made by Commissioner Olson to approve the surplus of the turnout coats and pants as presented. Commissioner Headley seconded the motion. No further discussion. Motion carried.

Chief's Report:

- Crews have been extremely busy. They responded to two fires a couple nights ago.

- Burn ban is in effect beginning at midnight tonight.
- Moving forward with hiring someone for the seasonal position that was approved at the last board meeting.
- Staff is in the process of creating and updating our hiring lists. Next we will working on our promotional lists.
- Discussion about a used ladder truck and WSRB's response to our questions on this topic.
A motion was made by Commissioner Headley to authorize a purchase of a 100 ft +/- ladder truck with the cost of the truck and equipment not to exceed \$400,000, not including sales tax by the Fire Chief. Commissioner Olson seconded the motion. No further discussion. Motion carried.
- Discussion about ballistic vest and the need for them here.
- Will be meeting with LFD fire chief soon to discuss interlocal contract.
- Commissioner Headley provided an update on Cowlitz 911. The three year labor agreement passed today by the board, and now the bargaining unit will vote on it. They are looking into a lateral program for dispatchers. Joe Gardner will move into the chair position on the board when Steve Taylor leaves for another employment opportunity.

Payroll:

A motion was made by Commissioner Headley to approve payroll totaling \$216,255.50 for warrant numbers 57959 through 57973 and two EFT's dated April 19, 2019 and \$231,142.94 for warrant numbers 58075 through 58091 and two EFT's dated May 3, 2019. Commissioner Hallanger seconded the motion. No further discussion. Motion carried.

Vouchers:

A motion was made by Commissioner Hallanger to approve vouchers totaling \$6,842.37 for warrant number 57958 dated April 18, 2019; \$150.00 for warrant number 58074 dated April 30, 2019; \$98,556.43 for warrant numbers 57974 through 58013 dated April 26, 2019; \$45,803.54 for warrant numbers 58092 through 58138 dated May 10, 2019; and VOID warrant number 57926 for \$200.00 originally dated April 12, 2019. Commissioner Olson seconded the motion. No further discussion. Motion carried.

Drill Points:

A motion was made by Commissioner Headley to approve drill points totaling \$18,287.16 for warrant numbers 58014 through 58073 and one EFT dated April 30, 2019. Commissioner Olson seconded the motion. No further discussion. Motion carried.

Announcements:

- The WA Fire Chief's Conference is occurring during the next board meeting, and most staff will be attending this. *A motion was made by Commissioner Hallanger to cancel the May 22, 2019, board meeting. Commissioner Headley seconded the motion. No further discussion. Motion carried.*

Adjournment:

Meeting was adjourned by Chairperson Cameron at 7:08 p.m.

Chairperson Cameron

District Secretary