

# Board of Commissioners Meeting

*November 13, 2019*

Chairperson Cameron called a regular Board of Commissioners meeting to order at 5:33pm on November 13, 2019, at Cowlitz 2 Fire & Rescue Headquarters Station in the front conference room. The following were present:

Commissioner Hallanger

Commissioner Headley

DC Ribelin

DFM Huff

Commissioner Olson

Chief LaFave

FA Ballinger

BC Graham

## **Approve Minutes of Previous Meeting:**

*A motion was made by Commissioner Hallanger to approve the October 23, 2019, BOC meeting minutes as is. Commissioner Olson seconded the motion. No further discussion. Motion carried.*

## **Public Comments:**

None

## **Awards & Recognition:**

Chief LaFave recognized BC Graham for the quality of two testing processes that were conducted recently for Battalion Chief and 1<sup>st</sup> Lieutenant. There was great feedback given by those that participated in the testing process, and was one of the best tests the District has put on for our officers. Great job BC Graham.

## **Verbal Reports:**

None

## **Written Reports:**

***Capital Improvement Project Update:*** DFM Huff provided a written report that was included in the board packet. At station 25 the doors are being completed, siding, mechanical rough in and roofing are complete. Sheetrock and mud work are almost complete, and floor polishing is starting soon.

At station 22 the sheetrock repair and floor polishing repair have started. We have both demo permits. Wood ceiling, act ceiling and electrical finish work are being completed. Working on temporary occupancy for the new station so demolition can begin.

## **Public Hearing for 2020 Preliminary Budget:**

Chairperson Cameron opened a public hearing to discuss the 2020 preliminary budget at 6:00pm. The hearing was closed with no public comment at 6:01pm by Chairperson Cameron.

Questions by the board were answered by staff on specific budget line items and estimates used to prepare the budget.

### **Action Items:**

**Resolution 804-2019; 805-2019; and 807-2019:** The Cowlitz County Assessor's Office did not have the final numbers needed for us to prepare these resolutions with the correct information. Staff recommends tabling this until the next meeting so we are certifying the correct information. The board agrees, and these resolutions are tabled until we receive the correct information from the county.

**Resolution 806-2019: Adopting Tax Limit Factor:** This resolution does not require the certified tax levy numbers from the Cowlitz County Assessor's Office so it is ready for approval.

*A motion was made by Commissioner Olson to approve Resolution 806-2019: Adopting Tax Limit Factor with an edit by Chairperson Cameron. Commissioner Hallanger seconded the motion. No further discussion. Motion carried.*

**2020 Health Care Program Renewal:** Staff has prepared the 2020 employer application and eligibility contribution form to renew our health care program with WFC.

*A motion was made by Commissioner Headley to approve the 2020 Health Care Program Renewal with Chairperson Cameron to sign. Commissioner Hallanger seconded the motion. No further discussion. Motion carried.*

### **Chief's Report:**

- Staff spoke with our bond attorney and we are approved to go one year beyond the initial three years we had to expend the bond funds. We anticipate completing all projects by the end of 2020. Staff just has to ensure that we do not exceed an interest rate of 2.9786% on any investments of those funds.
- The EMS equipment authorized at the last meeting was purchased and has arrived. Crews are working on a plan to get it in service.
- Our audit from the WA State Auditor's Office has been going very well and the audit team has been very friendly, professional and easy to work with. The exit interview is scheduled for next week.
- The new command rig is back with its third engine and is failing the oil tests again. Chief LaFave will be reaching out to our attorney to discuss the Lemon Law and the best way to deal with this ongoing issue.
- In July of this year, HB 5010 passed which establishes a process for fire districts to annex areas that receive protection but do not pay a local fire district levy. Annexations must be initiated by January 1, 2021, with specific steps to be followed as outlined in the bill. Staff will bring back a more formal proposal to a future meeting.

### **Payroll:**

*A motion was made by Commissioner Hallanger to approve payroll totaling \$574.45 for warrant numbers 58940 and 58956 dated November 1, 2019 and \$247,070.43 for warrant numbers 58941 through 58955 and EFT's dated November 5, 2019. Commissioner Olson seconded the*

*motion. No further discussion. Motion carried.*

### **Vouchers:**

*A motion was made by Commissioner Headley to approve vouchers totaling \$1,378,706.24 for warrant numbers 58957 through 59018 dated November 15, 2019. Commissioner Olson seconded the motion. No further discussion. Motion carried.*

### **Announcements:**

- Commissioner Headley gave an update on Cowlitz 911 dispatcher staffing and property search status.
- Saturday, November 23 is our annual district dinner with social hour at 5:30pm and the dinner at 6:30pm.
- The board has decided to cancel the November 27 regular board meeting and hold a special meeting on November 20 to adopt resolutions and the budget to meet the county's deadlines.
- Two people have entered into a contract with the district to go to paramedic school. They start in December.

### **Executive Session:**

*Chairperson Cameron recessed the regular meeting at 6:32pm. to enter into Executive Session to discuss labor negotiations for approximately 15 minutes.*

*Chairperson Cameron closed the Executive Session and re-opened the regular meeting at 6:41pm.*

### **Adjournment:**

*Meeting was adjourned by Chairperson Cameron at 6:42pm.*

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Chairperson Cameron

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District Secretary