

# Board of Commissioners Meeting

*June 10, 2020*

Chairperson Cameron called a regular Board of Commissioners meeting to order via zoom at 5:30pm. The following attended:

Commissioner Hallanger

Commissioner Headley

Chairperson Olson

Chief LaFave

DC Ribelin

FA Ballinger

Members via Zoom

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

*A motion was made by Commissioner Hallanger to approve the May 27, 2020 board meeting minutes with an edit by Chairperson Cameron. Commissioner Olson seconded the motion. No further discussion. Motion carried.*

## **Public Comments:**

None

## **Awards & Recognition:**

Chief LaFave wanted to recognize BC Graham for his work on our WSRB rating and the positive effect that has for our department and citizens. FF/EMT Yoder did a great job with our recent four week academy for several of our members.

## **Verbal Reports:**

**SB 5010:** Chief LaFave reached out to the Cowlitz County Assessor's Office to request a list of the parcels that qualify for SB 5010 per RCW 52.04.181. Staff will be working on the beginning phases of this project and will reach out to our attorney Brian Snure to ensure we are following the steps correctly. The Board is in support of this and directed staff to proceed.

## **Written Reports:**

None

## **Action Items:**

**Generator at St 22 & 25 (Staff Report 6-1-001):** Staff gathered five quotes as required by bid laws for the purchase and installation of generators at stations 22 and 25. These quotes do not include the cost of permits or gas hook up. Staff recommends awarding the project to the lowest responsible bidder, Rawhide Electric. The cost for station 22 is \$66,812 plus tax and station 25 is \$51,881 plus tax. All questions by the board were answered by staff.

*A motion was made by Commissioner Headley to award the project to the lowest responsible bidder, Rawhide Electric, for a total of \$118,693 plus tax for stations 22 and 25 generators. Commissioner Hallanger seconded the motion. No further discussion. Motion carried.*

**POG 1033: Cash Handling & Receipting:** A new cash handling and receipting policy was presented to the Board for approval. All questions by the Board were answered by staff.

*A motion was made by Commissioner Olson to approve POG 1033: Cash Handling & Receipting with edits by Chairperson Cameron and Headley. Commissioner Hallanger seconded the motion. No further discussion. Motion carried.*

**POG 4017: Live Fire Training Props:** A new live fire training props policy was presented to the Board for approval. All questions by the Board were answered by staff.

*A motion was made by Commissioner Olson to approve POG 4017: Live Fire Training Props with edits by Chairperson Cameron. Commissioner Headley seconded the motion. No further discussion. Motion carried.*

## **Chief's Report:**

- Apparatus update and replacement schedule overview. Commissioner Hallanger noticed we have multiple brush units needing replacement and a command vehicle. After some discussion, the Board would like staff to proceed with replacing the following apparatus. *A motion was made by Commissioner Hallanger to authorize the purchase of a brush and command vehicle with both together not to exceed \$250,000. Commissioner Headley seconded the motion. No further discussion. Motion carried.*
- Staffing update was provided to the Board. Chief LaFave recommends hiring a temporary line position to bring them back up to full staffing, for an unknown duration. *A motion was made by Commissioner Olson to authorize the Chief to hire a temporary line position as requested. Commissioner Hallanger seconded the motion. No further discussion. Motion carried.*
- July 1 is the target date for the ladder truck to go in to service at station 25.
- Last day at the RIZAD building for the IMT will be tomorrow. The IMT will move to the EOC building, and are only meeting in person one day a week at this time.

## **Payroll:**

*A motion was made by Commissioner Hallanger to approve payroll totaling \$245,132.82 for warrant numbers 59940-59953 and EFT's dated June 5, 2020. Commissioner Olson seconded the motion. No further discussion. Motion carried.*

## **Vouchers:**

*A motion was made by Commissioner Headley to approve vouchers totaling \$683.53 for warrant numbers 59954-59956 dated June 5, 2020; \$42,485.27 for warrant numbers 59957-60001 dated June 12, 2020; and VOID \$879.68 for warrant number 59849 dated June 3, 2020 due to lost check. Commissioner Hallanger seconded the motion. No further questions. Motion carried.*

**Announcements:**

- Commissioner Headley gave an update on Cowlitz 911 dispatcher staffing and property search status. Staff is also working on user fee updates with a potential increase in 2021 or 2022.

**Adjournment:**

*Meeting was adjourned by Chairperson Cameron at 6:37pm.*

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Chairperson

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District Secretary