

# Board of Commissioners Meeting

November 18, 2020

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

Commissioner Hallanger  
Commissioner Olson  
DC Sanders

Commissioner Headley  
Chief LaFave  
FA Ballinger

## Approve Minutes of Previous Meeting:

*A motion was made by Commissioner Hallanger to approve the October 28, 2020 board meeting minutes with an edit. Commissioner Olson seconded the motion. No further discussion. Motion carried.*

## Public Comments:

None

## Public Hearing:

**SB 5010 Annexation:** Staff successfully mailed letters to all 61 parcel owners that were identified by the Cowlitz County Assessor's Office that met the criteria for this annexation process. Staff has received two calls from parcel owners asking about the process and potential cost for them. All inquiries were answered and no concerns from the parcel owners have been received. If the Board decides to approve the resolution for annexation of these parcels, then staff will continue to work on the remaining steps of the process as outlined in RCW 52.04.181.

*Chairperson Cameron opened the public hearing for SB 5010 annexation at 5:33pm. No comments were made. Chairperson Cameron closed the public hearing at 5:34pm.*

## Action Item:

**Resolution 812-2020: Providing for Annexation per RCW 52.04.181:** *A motion was made by Commissioner Headley to approve Resolution 812-2020: Providing for Annexation per RCW 52.04.181 as presented, which was prepared by our attorney Brian Snure. Commissioner Hallanger seconded the motion. No further discussion. Motion carried.*

## Public Hearing:

**2021 Preliminary Budget:** Staff presented the 2021 preliminary budget and appropriate resolutions. All questions related to revenue, expenses and the remaining bond funds were answered by staff. One edit was requested by the Board to be made in the budget document.

Chairperson Cameron opened the public hearing for the 2021 Preliminary Budget at 5:51pm. No comments were made. Chairperson Cameron closed the public hearing at 5:52pm.

## **Action Items:**

**Resolution 813-2020: Adopting the 2021 Preliminary Budget:** A motion was made by Commissioner Hallanger to approve Resolution 813-2020: Adopting the 2021 Preliminary Budget with edits. Commissioner Olson seconded the motion. No further discussion. Motion carried.

**Resolution 814-2020: Levy Certification (Referendum 47):** A motion was made by Commissioner Headley to approve Resolution 814-2020: Levy Certification (Referendum 47) with edits. Commissioner Olson seconded the motion. No further discussion. Motion carried.

**Resolution 815-2020: Substantial Need:** A motion was made by Commissioner Hallanger to approve Resolution 815-2020: Substantial Need as presented. Commissioner Headley seconded the motion. No further discussion. Motion carried.

**Resolution 816-2020: Adopting the 2021 Preliminary GO Bond Budget:** A motion was made by Commissioner Olson to approve Resolution 816-2020: Adopting the 2021 Preliminary GO Bond Budget with edits. Commissioner Headley seconded the motion. No further discussion. Motion carried.

**2021 Health Care Program Renewal:** Renewal for our participation in the health care program through WA Fire Commissioners Association (WFCA) for 2021 was filled out and presented to the Board. There are no significant changes to this program.

A motion was made by Commissioner Headley to approve the 2021 Health Care Program Renewal with Chairperson Cameron to sign and execute. Commissioner Olson seconded the motion. No further discussion. Motion carried.

**POG 2071: Job Description: FTO:** Staff reviewed the purpose and intent of the FTO job description. Proposed edits were presented by Chairperson Cameron. All questions by the Board were answered by staff.

A motion was made by Commissioner Headley to approve POG 2071: Job Description: FTO with edits by Chairperson Cameron. Commissioner Hallanger seconded the motion. No further discussion. Motion carried.

## **Chief's Report:**

- Update on this year's property tax collection through the end of October.
- All station projects are going well with stations 22 and 25 nearing completion.
- Putting together an internal, diverse focus group for short and long term planning for the District.
- Update on HazMat program and strategy for 2021.

## **Payroll:**

*A motion was made by Commissioner Olson to approve payroll totaling \$309,183.92 for warrant numbers 60630-60644 and EFT's dated November 5, 2020 and \$271,517.50 for warrant numbers 60691-60701 and EFT's dated November 20, 2020. Commissioner Hallanger seconded the motion. No further discussion. Motion carried.*

## **Vouchers:**

*A motion was made by Commissioner Hallanger to approve vouchers totaling \$96.21 for warrant number 60645 dated November 6, 2020 and \$309,456.98 for warrant numbers 60646-60690 dated November 13, 2020. Commissioner Olson seconded the motion. No further discussion. Motion carried.*

## **Announcements:**

- Commissioner Headley reported that a review process of the top six applicants for the Executive Director position will be occurring next Monday. They hope to narrow that list down a little further to interview the top candidates. Bids were opened recently and will be presented at their next meeting to award it.
- Reminder that FA Ballinger has numerous documents for the Board to sign. Please stop in before the Thanksgiving holiday so she can get the budget resolutions up to the county by the deadline.

## **Executive Session:**

*Chairperson Cameron recessed the special meeting at 6:08pm to enter into Executive Session to discuss personnel per RCW 42.30.110(1)(g) and to discuss candidate qualifications for elected official per RCW 42.30.110(1)(h) for approximately 60 minutes.*

*Chairperson Cameron closed the Executive Session and re-opened the special meeting at 6:45pm.*

## **Adjournment:**

*Meeting was adjourned by Chairperson Cameron at 6:45pm.*

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Chairperson

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District Secretary