



Board of Commissioners Meeting

February 8, 2023

Commissioner Hutcheson called a regular Board of Commissioners meeting at 5:30pm. This meeting was available to the public via Zoom. The following attended:

Commissioner Hallanger
Commissioner Cameron
Interim Chief Graham
FA Ballinger

Commissioner Headley
Commissioner Olson
DC Huff

Approve Minutes of Previous Meetings:

A motion was made by Commissioner Hallanger to approve the January 25, 2023 board meeting minutes as is. Commissioner Olson seconded the motion. No further discussion. Motion carried.

Public Comments:

None

Awards & Recognition:

None

Verbal Reports:

Fire Chief Search Update: Commissioner Cameron provided an update on the Fire Chief Recruitment process with Prothman. The job posting is set to close on February 19.

Written Reports:

None

Action Items:

Resolution 848-2023: Capital Reserve Fund: With the proceeds from the sale of Station 23, staff is proposing a new Capital Reserve Fund. Staff suggests the initial transfer to set up this fund be in the amount of \$1,000,000 as outlined in the resolution.

A motion was made by Commissioner Cameron to approve Resolution 848-2023: Capital Reserve Fund as presented, and with FA Ballinger to manage this fund as the Investment Officer. Commissioner Headley seconded the motion. No further discussion. Motion carried.

Purchase Remount Ambulance & Equipment (Staff Report 2-1-001): Staff is requesting to purchase an ambulance chassis, remount an existing ambulance box (from AC03) to the chassis, and purchase all necessary equipment to have the ambulance operational. The ambulance chassis is on state bid and the remount work does not meet the definition of materials, supplies and equipment; so the bid law does not pertain to that portion of the job.

The total for the chassis and remount work is \$157,333 from Braun NW (excluding sales tax). The total for the necessary equipment is \$55,000 (excluding sales tax) from a variety of vendors. In total, this project will cost \$212,333 (excluding sales tax).

A motion was made by Commissioner Cameron to approve the purchase of a remounted ambulance, equipment and supplies as outlined above and in Staff Report 2-1-001. Commissioner Olson seconded the motion. No further discussion. Motion carried.

Resolution 849-2023: Change Regular Meeting Schedule: Staff is requesting a change to the regular meeting schedule. The proposal is to keep the meetings on the second and fourth Wednesday of the month, but to have the meetings start at 4:30pm (instead of 5:30pm). The Board does not have any conflicts or issues with this request. This new schedule will become effective for the next scheduled Board meeting on February 22, 2023.

A motion was made by Commissioner Hallanger to approve Resolution 849-2023: Change Regular Meeting Schedule. Commissioner Olson seconded the motion. No further discussion. Motion carried.

Chief's Report:

- We will not be surplusing the interface engine as previously discussed. Staff has since learned that this engine is part of a larger loan for multiple pieces of equipment, so it does not make sense to proceed at this time.
- District All Call occurred on Wednesday, February 1 and went well. An overview of what was discussed will be emailed out soon.
- District Dinner is scheduled for Saturday, March 11 at the Elk's in Kelso. Social hour starts at 5:30pm with the dinner at 6:30pm. Please sign up to attend.
- We received the engine specs back and the committee is currently reviewing them. Purchase of a fire engine will be presented once the spec process is complete.
- We will be making our final loan payment to the City of Kelso in March of this year for the capital shop improvements.
- Staff is reviewing the contract service area agreements and are in the preliminary stages to re-negotiate those that are expiring.
- It is grant season. Fire Support Specialist Davis has been working hard on these.
- Evaluating the feasibility for admin staff to move to a 4-10 schedule. More information to follow with a formal proposal to the Board at a future meeting.
- Lots of fires in the last 10 days. Crews have been busy.

Payroll:

A motion was made by Commissioner Olson to approve payroll totaling \$284,054.62 for warrant numbers 63751-63761 and EFT's dated February 3, 2023. Commissioner Hallanger seconded the motion. No further discussion. Motion carried.

Vouchers:

A motion was made by Commissioner Hallanger to approve vouchers totaling \$36,507.69 for warrant numbers 63762-63797 dated February 10, 2023. Commissioner Headley seconded the motion. No further discussion. Motion carried.

Drill Points:

A motion was made by Commissioner Headley to approve drill points totaling \$13,476.26 for warrant numbers 63748-63750 and EFT's dated January 31, 2023. Commissioner Olson seconded the motion. No further discussion. Motion carried.

Announcements:

None

Adjournment:

Meeting was adjourned by Commissioner Hutcheson at 5:49pm.

Commissioner

District Secretary