

Board of Commissioners Meeting

January 14, 2009

Chairperson Cameron called a regular meeting of the Board of Commissioners to order at 5:31 p.m. on January 14, 2009, at 701 Vine Street in the training room. The following were present:

Commissioner Olson	Commissioner Hallanger
Commissioner Bergquist	Chief LaFave
Asst. Chief Headley	EMS Administrator Ribelin
District Secretary Bouchard	Section Chief Kelly
FF/EMT McWain	Captain Hembree
Commissioner Merritt via telephone	

Station 25 Committee Members: Terry Anshutz, Marv Kasemeier, Bob & Gayle Kiser, Pat King, Loren Portwood, Ray Smith, and Laura Thurman

Approve Minutes of Previous Meetings:

A motion was made by Commissioner Hallanger to approve the December 10, 2008, Board meeting minutes. Commissioner Olson seconded the motion. Further discussion; District Secretary Bouchard will add a note of the reason for Commissioner Bergquist to abstain from the Weyerhaeuser contract vote. Motion carried.

Written Report: (taken out of order)

Asst. Chief Headley introduced the members of the Station 25 committee that were in attendance. The Committee was there to formally present their recommendation to the Board of Commissioners for pursuing construction of a new fire station in Lexington. He also thanked the members for their participation and the exceptional insight and guidance they provided.

Marv Kasemeier gave a quick review of the Committee's summary information including the increase in calls for service in the Lexington area. He indicated the committee felt it was important in the planning process to include a goal of providing not only the new station but also staffing on a full-time basis.

Asst. Chief Headley reviewed the photos attached to the recommendation of several periods of time showing the growth of this area. Questions from the Board were answered by Staff and the Committee regarding construction type, the LID option, subdivisions, hydrants and possible changes by the Washington Survey & Ratings Bureau. Captain Hembree also reviewed the spreadsheet he developed showing possible methods of allocating benefits. It was noted this is simply a sample as the Board will need to determine the actual method of allocation.

The Committee indicated they felt the sample \$50 per parcel annually seemed to represent an acceptable level of affordability for both private citizens and businesses. The Committee strongly recommends the Board move ahead with the steps necessary to pursue building a new station using an LID for funding. Staff is also pursuing possible partial grant funding through the State.

Other discussion topics included alternatives and size, expansion in the future, community meeting room, storage needs, use of the meeting room as an ICP, interest expressed by Cowlitz #6 (Castle Rock) in participating, response areas, and mutual/auto aid.

Chairperson Cameron thanked the Committee for their work and indicated the Board appreciates their efforts, perspective and willingness to assist. Ray Smith noted that many of the Committee members have expressed interest in continuing to participate in the marketing efforts as this project moves forward.

At this time, there is some urgency regarding possible eligibility for the second stimulus bill and the state grant deadline. Staff will work with Chairperson Cameron to select a civil site engineer from the proposals previously received.

Administration of Oath:

None

Awards & Recognition:

Chief LaFave reported that with the snow and freezing events, along with the recent flooding, the efforts County-wide to respond was unprecedented. All entities were involved in a joint and coordinated effort and the process worked well. Chief LaFave presented silver challenge pins to those involved on the Incident Management Team for the “January Rainstorm 2009” event.

Chairperson Cameron stated on behalf of the Board and the City of Longview, thank you to Chief LaFave, and a very good job by all involved.

Public Comment:

None

Risk Management:

None

Verbal Reports and/or Discussions:

Annexations: Captain Hembree is staying in contact with residents of areas that have expressed interest in annexing into the District.

Commissioners Policy Manual: Discussion regarding telephone conference attendance, cancelling meetings, and compensation. Chairperson Cameron had suggested edits to the existing policies to paragraphs 2.03, 4.06, 4.09 and 7.02. Commissioner Merritt expressed reservations with having a restriction on conference call attendance for special items or to obtain

a quorum only. He would like to participate to the extent he can even while he's away on other business.

A motion was made by Commissioner Olson to approve the suggested edits to the Board of Commissioners Policy Manual. Commissioner Bergquist seconded the motion. Further discussion. Motion carried.

Action Items:

Election of Officers: Per the Board's guidelines, election of officers is typically held the first meeting of each year.

Commissioner Bergquist made a motion to nominate the existing slate of officers. Commissioner Olson seconded the motion. No further nominations. Motion carried.

COG Representative: Annual appointment.

Commissioner Bergquist made a motion to appoint Commissioner Hallanger as the primary representative with Commissioner Merritt as the alternate. Commissioner Olson seconded the motion. No further nominations. Motion carried.

Resolution #678-2009; Transfer Funds: As the ending fund balance for 2008 of the general expense fund is approximately \$140,000 above the previous estimate and the contract with Weyerhaeuser has been approved with \$100,000 available, Chief LaFave is requesting \$100,000 be transferred to the Reserve Fund to bring it up to approximately \$400,000.

Commissioner Merritt made a motion to approve Resolution #678-2009. Commissioner Olson seconded the motion. Further discussion. Motion carried.

Resolution #679-2009; Salaries 1/01/09: As required, the annual resolution to set salaries effective January 1, 2009.

Commissioner Olson made a motion to approve Resolution #679-2009. Commissioner Merritt seconded the motion. No further discussion. Motion carried.

New Policy #4009: Developed to encourage school as the priority with participation in the program secondary. Students must keep their grades up and maintain set standards in order to participate in drills. This really is an enhanced academy for fire science students; first year students who complete the program satisfactorily will go in to their second year as state Firefighter I certified. Chief Smith is authorized by the state to perform testing at the end of the year for this certification. There was also discussion of not putting additional pressure on the volunteer stations for this basic training.

Commissioner Hallanger made a motion to approve Policy #4009 with Chairperson Cameron's suggested edits. Commissioner Olson seconded the motion. Further discussion. Motion carried.

Engine Purchase: Vancouver Fire has a 1997 E-One pumper available for purchase. Asst. Chief Headley and Lead Mechanic Carner have inspected the pumper and reviewed the

maintenance records and find the unit in good shape. We should be able to put this unit into service with a minimum of work in a front-line position and replace one of the older pumpers in our fleet. This pumper has a fully enclosed cab and more compartment space to better accommodate equipment. There is also very little equipment we would have to buy except that already planned this year for the current standardization project.

Commissioner Bergquist made a motion to approve purchase of the 1997 E-One Pumper from Vancouver Fire for \$25,000. Commissioner Olson seconded the motion. Further discussion. Motion carried.

Tabled for Future Meetings:

- Additional Services Contract with Cowlitz County
- New POG: Out of District Responses
- Email Issues/Phone Issues
- New POG: #4008 – Emergency Vehicle Driving

Chief's Report:

- Chief Smith has requested the Seagraves as the dedicated fire science training apparatus. This will be discussed further.

Payroll:

A motion was made by Commissioner Hallanger to approve the December 19, 2008, payroll totaling \$82,808.66 for warrant numbers 28376 through 28395; the January 5, 2009, payroll totaling \$191,239.18 for warrant numbers 28447 through 28502; and the January 20, 2009, payroll totaling \$92,364.53 for warrant numbers 28562 through 28582. Commissioner Olson seconded the motion. No further discussion. Motion carried.

Vouchers:

A motion was made by Commissioner Merritt to approve vouchers totaling \$72,377.51 for warrant numbers 28396 through 28431 dated December 26, 2008; totaling \$6,705.60 for warrant numbers 28432 through 28446 dated December 31, 2008; and totaling \$92,027.87 for warrant numbers 28503 through 28561 dated January 16, 2009. Commissioner Hallanger seconded the motion. No further discussion. Motion carried.

Announcements:

- None

Executive Session:

None

Adjournment:

Meeting was adjourned by Chairperson Cameron at 7:22 p.m.

Chairperson

District Secretary