

Board of Commissioners Meeting

August 12, 2009

Chairperson Cameron called a regular meeting of the Board of Commissioners to order at 5:30 p.m. on August 12, 2009, at 701 Vine Street in the conference room. The following were present:

Commissioner Hallanger
Commissioner Merritt
Asst. Chief Headley
EMS Administrator Ribelin
FF/EMT Sanders

Commissioner Olson
Chief LaFave
District Secretary Bouchard
Deputy Fire Marshal Graham

Approve Minutes of Previous Meetings:

A motion was made by Commissioner Merritt to approve the July 22, 2009, Board meeting minutes. Commissioner Olson seconded the motion. No further discussion. Motion carried.

Administration of Oath:

None

Awards & Recognition:

None

Public Comment:

None

Risk Management:

None

Verbal Reports and/or Discussions:

Commissioner Participation on Committees & Commissions: Discussion of meetings and committees attended by Commissioners as representatives of C2FR, including Safe Schools meetings. Commissioner Merritt indicated he feels it's beneficial for C2FR to participate in these meetings as the school group needs to be led a little. Chairperson Cameron asked if it's more beneficial for the schools or the Fire District and it was decided it's probably more beneficial to the schools. Commissioner Merritt also indicated Operations Chief Kelly's participation helps a great deal with this group.

L.I.D. for New Station 25 (Lexington): We are at the point of deciding whether to bring in a mass appraiser. We have to be able to show that the new station will increase the overall value of that area by the total cost of the station. It's difficult to assess the benefit of a higher level of service.

Status Report:

- Test drilling done for geotech; report is not back yet, however, after three test holes, there weren't any unexpected issues.
- Applied for a facilities construction grant through FEMA.
- Another grant for rural communities facilities through the State just opened and we'll pursue that.
- Gibbs & Olson is working to define the area; there are still approximately 3,900 parcels to be included.
- Castle Rock may not be as interested due to the complexity and costs.

Chairperson Cameron suggested that before we hire a mass appraiser, we should talk to an LID attorney to get a feel for the challenges. Asst. Chief Headley to follow up on this item. The Board authorized Staff to retain an attorney for consultation. Then Staff will schedule a conference call with the Board. We should perhaps also ask the appraiser for an opinion along with Terry McLaughlin, Cowlitz County Assessor.

Written Reports:

None

Action Items:

Bid for Exhaust Removal System.: The District received a grant for up to \$109,190 to install exhaust filter systems in four of our stations. The District's responsibility is 10% of the total. Three bids were received that meet or exceed the bid specifications and all three were well under the grant amount available. The bid totals listed include all necessary equipment, shipping, installation, testing and sales tax.

A motion was made by Commissioner Hallanger to award the bid to the low bidder Weidner Fire for the Air Hawk product. Commissioner Olson seconded the motion. Further discussion. Motion carried.

Question was asked regarding whether we can use the grant we received for the new Station 25 (Lexington). We will not be able to do that; the grant will cover stations 21, 22, 23, and 24.

Front Conference Room Remodel.: Currently we can not accommodate office space efficiently for staff to conduct business for the organization. We have staff members spread out to the annex building (Station 29) behind station 21. This makes it difficult to coordinate and communicate effectively while conducting business. Also, the Fire Science program is split between the front conference room in Station 21 and the training room in Station 29.

Chairperson Cameron is concerned the remodel will cost more than the \$20,000 estimated by Staff. Commissioner Merritt noted this change will be in line with recommendations by ESCi a couple years ago. He feels we should move forward whenever we can make progress toward those goals.

A motion was made by Commissioner Merritt to authorize Staff to move forward with the proposed remodel up to \$20,000. Commissioner Hallanger seconded the motion. Further discussion. Motion carried.

Live Fire Training – New Policy: A policy has been developed by the Training Division that will allow us to charge a fee to the homeowner of a donated structure for live fire training. This fee will cover some of the cost of materials and supplies in connection with the fire. While we recognize there is also a value in the training, the District does incur other charges. This fee will help offset those costs. The training group has developed a packet of information for the homeowner and a checklist for C2FR personnel to ensure all steps are completed.

Commissioner Hallanger noted he would rather absorb our expenses as community improvement costs. Chairperson Cameron indicated he wasn't aware we aren't currently charging a fee. Chief LaFave said most departments do charge a fee and most homeowners expect to pay a fee. In a lot of cases, they are clearing to build a new house and expect a cost.

A motion was made by Commissioner Merritt to approve the policy and contracts as amended. Commissioner Olson seconded the motion. Further discussion. Motion carried with Commissioner Hallanger opposed.

Tabled for Future Meetings:

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

Chief's Report:

- Nothing further.

Payroll:

A motion was made by Commissioner Hallanger to approve payroll totaling \$198,862.25 for warrant numbers 29966 through 30023 dated August 5, 2009. Commissioner Merritt seconded the motion. No further discussion. Motion carried.

Vouchers:

A motion was made by Commissioner Hallanger to approve vouchers totaling \$39,882.70 for warrant numbers 30024 through 30122 dated August 14, 2009. Commissioner Merritt seconded the motion. No further discussion. Motion carried.

Announcements:

- Commissioner Merritt provided minutes from the LEPC meeting on August 11th with a copy of quarterly incidents. He also noted that paperwork for the HazMat emergency planning grant is due the end of the week.
- Tabletop exercise for a flood event in October.
- HazMat training with C2FR and Vancouver Fire in August or September.
- There is a Safe Schools drill on the morning of August 13th that Commissioner Merritt will be attending.
- The annual WFCA Health Care meeting will be in Kelso at the Red Lion Inn on Sept. 15th.
- Chief LaFave noted that for processing payroll, the County Treasurer's Office needs three Commissioners to sign prior to the payroll being released. This has been a problem a couple of times this summer and the Treasurer's Office is a little concerned.
- We are on the Kelso City Council agenda to provide a quarterly report on September 1st.
- Chairperson Cameron will be on vacation for the first meeting in September.
- SWFCA meeting on August 20th.

Executive Session:

None

Adjournment:

Meeting was adjourned by Chairperson Cameron at 6:49 p.m.

Chairperson

District Secretary