

# Board of Commissioners Meeting

*December 9, 2009*

Chairperson Cameron called a special meeting of the Board of Commissioners to order at 5:32 p.m. on December 9, 2009, at 701 Vine Street in the classroom. The following were present:

Commissioner Merritt  
Commissioner Hallanger  
District Secretary Bouchard

Commissioner Bergquist  
Asst. Chief Headley  
EMS Administrator Ribelin

## **Approve Minutes of Previous Meetings:**

*A motion was made by Commissioner Hallanger to approve the November 18, 2009, Board meeting minutes. Commissioner Merritt seconded the motion. No further discussion. Motion carried.*

## **Administration of Oath:**

None

## **Awards & Recognition:**

Asst. Chief Headley reported that C Shift, led by Capt. Zainfeld, has helped quite a lot with the sheetrock project in the front rooms. Also, B shift with Lt. Sanders has helped with the taping to prepare for paint. Further discussion of the remodeling project.

## **Public Comment:**

None

## **Risk Management:**

None

## **Verbal Reports and/or Discussions:**

### **Station 25 Update:**

Asst. Chief Headley has talked with Bob McCauley, the mass appraiser, who is almost done with his report. There will be a pre-app meeting with the County on 12/29/09 to cover special use permits, SEPA, and the building permit. The County has sent notices out to other entities that may be interested.

[Commissioner Olson entered the meeting at 5:40 p.m.]

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Gibbs & Olson is revising the cost estimates for the project. We plan to hold the public hearing in late January or February.

Discussion of bond counsel services; we may ask for proposals from both Jim Nelson's group and Seattle NW for bond underwriting.

**Systems Design Contract Renewal:**

Further discussion of the ongoing customer service issues with Systems Design, our ambulance billing company. Staff is further researching options for other services.

**Written Reports:**

None

**Action Items:**

None

**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:**

- The RFP for an air ambulance/hangar lease is still pending at the City of Kelso. LifeFlight has indicated they are not going to submit paperwork on this.
- Lots of weather related calls going on, including water line breaks.
- Station 22 water line under the mobile home froze and broke; the only damage appears to be underneath.
- We have had multiple structure fires since November.
- The front offices are still being remodeled.
- Interviews of lateral firefighter applicants were held 12/8/09; the goal is to fill two medic positions initially.
- There is a level 1 burn ban which restricts burning in fireplaces or uncertified wood stoves due to air quality that just went into effect.

**Payroll:**

*A motion was made by Commissioner Hallanger to approve payroll totaling \$227,739.82 for warrant numbers 30925 through 30986 dated December 4, 2009. Commissioner Bergquist seconded the motion. No further discussion. Motion carried.*

**Vouchers:**

*A motion was made by Commissioner Hallanger to approve vouchers totaling \$21,487.36 for warrant numbers 30987 through 31032 dated December 11, 2009. Commissioner Merritt*

*seconded the motion. Further discussion with questions answered by staff. Motion carried.*

Discussion of Com Data, which is the new state fuel card; also reimbursement to Asst. Chief Headley for “POD” rental for the storage unit on site at Station 21. This company requires payment by credit card and our new cards have not been received yet so Asst. Chief Headley had to use his personal VISA for the payment this month.

**Announcements:**

- None

**Executive Session:**

None

**Adjournment:**

*Meeting was adjourned by Chairperson Cameron at 6:12 p.m.*

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Chairperson

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District Secretary