

# Board of Commissioners Meeting

*December 23, 2009*

Chairperson Cameron called a regular meeting of the Board of Commissioners to order at 5:30 p.m. on December 23, 2009, at 701 Vine Street in the classroom. The following were present:

Commissioner Merritt	Commissioner Bergquist
Commissioner Hallanger	Commissioner Olson
Chief LaFave	Asst. Chief Headley
District Secretary Bouchard	

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

*A motion was made by Commissioner Olson to approve the December 9, 2009, Board meeting minutes. Commissioner Merritt seconded the motion. No further discussion. Motion carried.*

## **Administration of Oath:**

Chairperson Cameron administered the Oath of Office to Commissioners Merritt and Hallanger.

## **Awards & Recognition:**

None

## **Public Comment:**

None

## **Risk Management:**

None

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

### **Station 25 Update:**

Asst. Chief Headley distributed a slightly revised floor plan. He reported that he has contacted two bond underwriters who are interested in making proposals. He will try to arrange for both of them to present their proposals at the 1/27/10 Board meeting.

The land swap with Cowlitz County is not yet complete; there is currently still just a verbal agreement to make this happen.

We received a letter from McCauley & Associates (the mass appraiser) stating his belief that there would be additional benefit to the individual parcels if we were to build a new station and staff it full-time, whether with career or volunteer staff.

---

We anticipate an updated cost estimate for the project from Gibbs & Olson after the pre-application meeting on Dec. 29<sup>th</sup>.

## **Written Reports:**

None

## **Action Items:**

**Reclassify Employee:** Jennifer Olin started out with the Fire District in a receptionist position and has since transitioned into a logistical support position. The logistics assistant position has a great deal more responsibility than reception and Chief Headley feels that along with that responsibility there should be appropriate compensation. Jennifer is due to move from step B to step C in the receptionist scale. Staff is proposing that her pay scale be reclassified and that she move to step C on the fire secretary pay scale. Step C receptionist pay is \$2,814 per month and step C on the fire secretary pay scale is \$3,066 per month.

*A motion was made by Commissioner Bergquist to approve reclassifying Jennifer Olin to a Fire Secretary position. Commissioner Hallanger seconded the motion. No further discussion. Motion carried.*

**Resolution #692-2009:** This is the required annual resolution stating salaries to be effective on January 1, 2010.

*A motion was made by Commissioner Merritt to approve Resolution #692-2009. Commissioner Bergquist seconded the motion. Further discussion with revision requested by Chief LaFave. Commissioner Merritt amended the motion to include reclassifying the Asst. Mechanic, David Green, to the Mechanic position. Amended motion was seconded by Commissioner Bergquist. No further discussion. Motion carried.*

## **Tabled for Future Meetings:**

- New POG: Out of District Responses
- New POG: #4008 – Emergency Vehicle Driving

## **Chief's Report:**

- Chief LaFave reported that the Weyerhaeuser Company approached us awhile back and introduced Tim Haines, who is in charge of the Longview plant. During this meeting, they asked questions and discussed the District. They also asked about contracting for services with Cowlitz 2; Chief LaFave recommended they talk with Longview Fire. Mike Karnofski of Weyco then called and asked us to provide services by contract. They also discussed annexation although nothing was decided at that time. Mr. Karnofski called again and asked us to develop a cost for a contract and talk about annexation. Staff developed a cost estimate of \$700,000; this is possible due to reduced call volume per year which allows for response. We provided a proposal with this estimate. In the meantime, Longview Fire adjusted their original proposal down; Weyco contacted us and still wanted to work on a contract with Cowlitz 2. They requested we add a confined space response which brought the proposal to \$750,000. Nothing is officially signed yet but verbal indications are that things are moving forward at Weyco. Chief LaFave has talked with
-

Chief McDaniel and Phil Jurmu (Longview Fire), and Bob Gregory (Longview City Manager) about this situation.

Chief LaFave noted that he cannot not make a proposal when he has been asked repeatedly by Weyerhaeuser to do so. He must look at the future, the economy, lower EMS revenue, and the best interests of the District. He is not, and has not been, out soliciting agreements. The revenue will allow us to increase staffing. Commissioner Bergquist expressed some concern about losing response capability by having more units tied up at the mill. Chief LaFave responded that this is the only risk involved for C2FR, however, this risk isn't new as we already face this.

Commissioner Merritt suggested meeting with Dennis Weber and Mary Jane Melink of the Longview City Council to let them know of the developments with Weyco. Chairperson Cameron noted he preferred to wait until we are further along in the process.

- Asst. Chief Headley noted the exhaust filter systems have all been installed (at stations 21, 22, 23 and 24). There is a third-party now doing air testing of all systems with good results so far.
- The remodel up front is almost done. In the meantime, we are allowing the public to use the facilities at Station 23 with a key check out. We may also need to implement a deposit. There is some concern about allowing public use of this facility without any C2FR employees or members present.

### **Payroll:**

*A motion was made by Commissioner Hallanger to approve payroll totaling \$85,186.00 for warrant numbers 31033 through 31064 dated December 18, 2009. Commissioner Bergquist seconded the motion. No further discussion. Motion carried.*

### **Vouchers:**

*A motion was made by Commissioner Hallanger to approve vouchers totaling \$85,659.58 for warrant numbers 31065 through 31105 dated December 28, 2009. Commissioner Olson seconded the motion. No further discussion. Motion carried.*

### **Announcements:**

- Commissioner Merritt provided District Secretary Bouchard information on the upcoming Fire Service Leadership Forum meeting dates.

### **Executive Session:**

None

### **Adjournment:**

*Meeting was adjourned by Chairperson Cameron at 6:31 p.m.*

---

Chairperson

---

District Secretary