

GRANT COUNTY FIRE DISTRICT #3

1201 CENTRAL AVENUE S • P.O. BOX 565 • QUINCY, WA 98848

P: (509)787-2713 | WWW.GCFD3.NET

COMMISSIONERS: CARL YEATES, RANDY ZOLMAN, KEVEN CHILD

DISTRICT SECRETARY: APRIL STUCKY

Commissioner Meeting September 13, 2023

The regular scheduled meeting of the Grant County Fire District #3 Commissioners was called to order by Chairman Zolman on September 13, 2023 – 9:30 a.m., at the District's Main Station.

Present: Commissioner Zolman, Commissioner Yeates, Commissioner Child, Chief Leibelt, Deputy Chief Durfee and District Secretary Stucky.

Board of Trustee: Absent

Staff: Lt. Talley, Carmen Weber

Liaison: None

Public: None

Volunteer: None

PRESENTATIONS/AUDIENCE

None.

APPROVAL OF AGENDA/CONSENT AGENDA ITEMS

Presented to the Board was the agenda/consent agenda items for the September 13, 2023 commissioner meeting. As the Board had no additional changes/correction, (agenda/consent agenda items) it was **moved/seconded (CY/KC/all concurring) to approve the consent agenda/agenda. Motion carried.**

CONSENT AGENDA ITEMS

MINUTES:

With the Board having no comments/changes, etc. the minutes from the Regular Commissioner meeting of August 9, 2023, were approved. (consent agenda)

BOARD OF TRUSTEES:

The Board reviewed and approved the invoices submitted. Representative Rios will review the invoices later today. District Secretary Stucky will forward all the documents to BVFF after his approval.

CORRESPONDENCE:

See Attached:

GRANT COUNTY FIRE DISTRICT #3

1201 CENTRAL AVENUE S • P.O. BOX 565 • QUINCY, WA 98848

P: (509)787-2713 | WWW.GCFD3.NET

COMMISSIONERS: CARL YEATES, RANDY ZOLMAN, KEVEN CHILD

DISTRICT SECRETARY: APRIL STUCKY

VOUCHER APPROVAL:

Vouchers audited and certified by the Auditing Officer as required by RCW 42.24.080 and those expense reimbursement claims certified as required by RCW 42.24.090, have been recorded on a list which has been made available to the Board.

As no additional questions/comments/discussion, and as of this 13th day of September, 2023 the Board by unanimous vote (**consent agenda**) to approve:

FIRE:	230803001 – 230803002	\$99,987.13
EMS:	230901001 – 230901017	\$40,815.33
FIRE:	230902001 – 230902037	\$40,925.03

Payroll: August 25, 2023
September 9, 2023

Also, reviewed and approved with the vouchers. (**consent agenda**)

STAFF REPORTS:

See attached.

Liaison: No report.

AGENDA ITEMS

DEPARTMENT UPDATES:

Deputy Chief of Operations:

Deputy Chief Durfee briefly reviewed the upcoming dates for Fire Prevention night and the locations, along with highlighting items from his written report.

September 25th and September 26th are the dates for the Levy Lid Lift Informational Nights for the community.

Sweet Clover Farms Subdivision:

Deputy Chief Durfee continues to request a meeting with the Public Works Dept. and the Dept. of Director of Planning. The key topic will be the questions regarding the Developer Agreement and Bond necessity.

GRANT COUNTY FIRE DISTRICT #3

1201 CENTRAL AVENUE S • P.O. BOX 565 • QUINCY, WA 98848

P: (509)787-2713 | WWW.GCFD3.NET

COMMISSIONERS: CARL YEATES, RANDY ZOLMAN, KEVEN CHILD

DISTRICT SECRETARY: APRIL STUCKY

District Secretary/HR/Financial Report:

The August checks were verified against the cover sheet submitted; vendor names/amounts were verified by Department Secretary Yelena Volkov.

District Secretary Stucky received the July financial statements; all have been reviewed and reported that all funds are in balance.

District Secretary Stucky discussed the Commissioners Conference scheduled in October. District Secretary Stucky will finalize who will be attending at the regular October commissioner meeting.

Personnel:

Termination letters were reviewed and mailed.

New Volunteers and Support staff:

Benjamin Belino: St #33

Ezra Klempel: Resident

Nigel McNeill: St #32

Noah Fitts: Resident

Lisa Cordova: Support Division

It was **moved/seconded (KC/CY/all concurring)** to accept the candidates pending physical/standard background/verification. **Motion carried.**

Deputy Chief Durfee discussed the hiring process/tentative dates with the Board. The Board recognizes the importance and directs Deputy Chief Durfee to move forward. The tentative date of November 6, 2023, for the Chief/Commissioner interview, with a recommendation to the Board at the November 8, 2023, commissioner meeting.

UNFINISHED BUSINESS:

Levy Lid Lift:

Carmen Weber informed the Board that receipt of the ballot measure as it will appear in the voter's pamphlet was received/reviewed and approved by Brian Snure. This included the Proposition as it will appear, explanatory statement, and the Pro statement.

Trinidad/Crescent Bar St#37:

Chief Leibelt received the Notice of Additional Services from Complete Design Inc. for the re-bid on Station #37 as was directed previously by the Board.

The Board directed Chief Leibelt to execute the Notice from Complete Design Inc., with a bid opening on October 10, 2023, and presentation to the Board at the October 11, 2023, meeting.

GRANT COUNTY FIRE DISTRICT #3

1201 CENTRAL AVENUE S • P.O. BOX 565 • QUINCY, WA 98848

P: (509)787-2713 | WWW.GCFD3.NET

COMMISSIONERS: CARL YEATES, RANDY ZOLMAN, KEVEN CHILD

DISTRICT SECRETARY: APRIL STUCKY

NEW BUSINESS:

Resolution 23-09-01: 4.3.5 Training Coordinator Responsibilities:

Deputy Chief Durfee presented **Resolution 23-09-01: Policy 4.3.5 Training Coordinator Responsibilities** to the Board. The policy was reviewed and approved by the district's attorney.

After review and as the Board had no additional questions/comments/discussion, it was **moved/seconded (KC/CY/all concurring) to adopt Resolution 23-09-01.**

Resolution 23-09-02: 4.1.7 Firefighter:

Deputy Chief Durfee presented **Resolution 23-09-02: Policy 4.1.7 Firefighter** to the Board. The policy was reviewed and approved by the district's attorney.

After review and as the Board had no additional questions/comments/discussion, it was **moved/seconded (KC/CY/all concurring) to adopt Resolution 23-09-02.**

MOA 23-03: Fire Marshal Compensation:

Deputy Chief Durfee presented the MOA regarding the Fire Marshal responsibility pay to the Board. As the Board had no additional questions/comments/discussion, it was **moved/seconded (KC/CY/all concurring) to approve the MOA.** Chairman Zolman directed Chief Leibelt to execute the MOA.

MOA 23-04: Training Coordinator Compensation:

Deputy Chief Durfee presented the MOA regarding the Training Coordinator responsibility pay to the Board. As the Board had no additional questions/comments/discussion, it was **moved/seconded (KC/CY/all concurring) to approve the MOA.** Chairman Zolman directed Chief Leibelt to execute the MOA.

MOA 23-05: Lateral Firefighter:

Deputy Chief Durfee presented the MOA regarding the revision of the Lateral Firefighter verbiage as was currently in the IAFF contract #3 Lateral Entry Personnel and indicated that the IAFF has approved/agreed with the change. As the Board had no additional questions/comments/discussion, it was **moved/seconded (KC/CY/all concurring) to approve the MOA.** Chairman Zolman directed Chief Leibelt to execute the MOA.

GRANT COUNTY FIRE DISTRICT #3

1201 CENTRAL AVENUE S • P.O. BOX 565 • QUINCY, WA 98848

P: (509)787-2713 | WWW.GCFD3.NET

COMMISSIONERS: CARL YEATES, RANDY ZOLMAN, KEVEN CHILD

DISTRICT SECRETARY: APRIL STUCKY

ESO:

District Secretary Stucky discussed the ESO contract information and product services included in the contract with the Board. It is District Secretary Stucky's recommendation to enter into the contract. As the Board had no additional questions/comments/discussion, it was **moved/seconded (CY/KC/all concurring) to execute the contract with ESO. Chairman Zolman** directed Chief Leibelt to execute the contract.

PRELIMINARY 2024 BUDGET:

District Secretary Stucky discussed the preliminary 2024 Budget and upcoming filing with the Board. District Secretary has updated the revenue with the 1% limitation and has not received any preliminary figures from the County.

District Secretary Stucky discussed with the Board the scheduling of the Budget Public Hearing and a Special Meeting on November 15, 2023, to adopt the 2024 budget. The Board Chairman requested the Budget Public Hearing and Special Meeting to be set for November 15, 2023, for the adoption of the 2024 Budget.

CITY OF QUINCY CONTRACT:

Deputy Chief Durfee updated the Board on the upcoming negotiations and process for the City of Quincy contract. The first meeting is tentatively scheduled for September 26, 2023, with Chief Leibelt, Deputy Chief Durfee and Commissioner Yeates to meet with the City's representatives. The City has indicated that their desire is to have the contract finalized by the end of 2023.

CHIEF'S UPDATE:

City Report:

See attached.

EXECUTIVE SESSION:

Chairman Zolman requested an executive session pursuant to RCW 42.30.140 "4" (a) relating to collective bargaining. The executive session will be for 20 minutes until 10:45 a.m. Those in attendance for Collective Bargaining session will be: Chairman Zolman, Commissioner Yeates, Commissioner Child, Chief Leibelt, Deputy Chief Durfee, District Secretary Stucky and Carmen Weber.

GRANT COUNTY FIRE DISTRICT #3

1201 CENTRAL AVENUE S • P.O. BOX 565 • QUINCY, WA 98848


P: (509)787-2713 | WWW.GCFD3.NET

COMMISSIONERS: CARL YEATES, RANDY ZOLMAN, KEVEN CHILD

DISTRICT SECRETARY: APRIL STUCKY

Having no further business, it was **moved/seconded CY/KC/all concurring** to adjourn the meeting at 10:46 a.m. **Motion carried.**

By Chairman: 

By Secretary: 

Next regular scheduled meeting will be conducted at the Main Station:

REGULAR COMMISSIONER MEETING

October 11, 2023

TIME: 9:30 AM