

# 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 February 8, 2023

The regular scheduled meeting of the Grant County Fire District #3 Commissioners was called to order by Chairman Zolman on February 8, 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: None

Liaison: None

Public: None

Volunteer: Carmen Weber (support division)

### PRESENTATIONS/AUDIENCE

None.

### APPROVAL OF AGENDA/CONSENT AGENDA ITEMS

Presented to the Board was the agenda/consent agenda items for the February 8, 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 January 11, 2023 and the Special meeting of February 1, 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

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## 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/concerns, and as of this 8<sup>th</sup> day of March, 2023 the Board by unanimous vote (**consent agenda**) to approve:

FIRE: 230103001 to 230103003; \$ 9,128.78

EMS: 230201001 to 230201015; \$21,089.40

FIRE: 230202001 to 230202040; \$46,029.23

Payroll: January 27, 2023  
February 7, 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:**

DC Durfee informed the Board that the resident/standby schedule has been implemented and is operating in a favorable direction, and that he is continuing to work on the development of the social media sites.

DC Durfee also discussed the grants that will be opening for application; which include DNR, AFG and Lauzier. DC Durfee requested authorization to apply for these grants as they become available. As the Board recognizes the benefit of the grants, **it was moved/seconded (KC/CY/all concurring) to apply for the mentioned Grants. Motion carried.**

#### **District Secretary/HR/Financial Report:**

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

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

The preparation of the 2022 Annual Report has commenced and District Secretary Stucky will be attending Annual Report training along with scheduled FLSA training for the District.

**Personnel:** The Chief updated the board on the resident program, and the progress of the 2023 Volunteer Officer selection.

## **UNFINISHED BUSINESS:**

No unfinished business

## **NEW BUSINESS:**

### **2023 Budget Amendment Resolution 23-02-01:**

District Secretary presented the 2023 Budget to the Board. The true and actual tax collection amount were received from the Assessor and those numbers will be updated into the budget. Additionally, a number of expense accounts were updated (2023 wages per contract) per the direction of the Board.

As the Board had no questions/changes, it was **moved/seconded (CY/KC/all concurring) to adopt Resolution 23-02-01. Motion carried.**

### **Strategic Plan:**

Chief Leibelt was able to contact ESCI who would be available to discuss the district requests. ESCI is currently engaged and suggested meeting with the District in approximately 2 months.

The Board agreed and will follow up with Chief Leibelt on this item at the March meeting.

## **CHIEF'S REPORT:**

### **City Report:**

See attached

### **Trinidad/Crescent Bar St. #37:**

Chief Leibelt reported that he made contact to have the excess dirt removed from the property and is researching options for resident quarters.

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## Sweet Clover Farms Subdivision:

Chief Leibelt reported to the Board that he just received the short plat documents and distributed the report to the Board. Chief Leibelt will review the information and report back to the Board in March.

## Chief's Update:

Chief Leibelt reported that the district participated in the Quincy High School Senior Expo with over 300 students attending.

Chief Leibelt and DC Durfee will be attending the Legislative Day on February 17, 2023 in Olympia.

## EXECUTIVE SESSION

Chairman Zolman requested an executive session pursuant to RCW 42.30.110 (G) to review the performance of an employee and RCW 42.30.140 "4" (a) relating to collective bargaining. The executive sessions will be for 60 minutes until 11:05 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. Attending the executive session for the Review of an Employee will be: Chairman Zolman, Commissioner Yeates, Commissioner Child and Carmen Weber.

Chairman Zolman reconvened the meeting at 11:05 a.m.

District Secretary Stucky inquired as to any items the Board would request to be placed on the March meeting. The Board had no requested items to be placed on the March meeting.

Having no further business, it was **moved/seconded (CY/KC/all concurring) to adjourn** the meeting at 11:07 a.m. **Motion carried.**

By Chairman:  \_\_\_\_\_

By: Secretary:  \_\_\_\_\_

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

## REGULAR COMMISSIONER MEETING

**March 8, 2023**

**TIME: 9:30 AM**