

GRANT COUNTY FIRE DISTRICT #3
Board of Commissioners

August 11, 2021

The regular scheduled meeting of the Grant County Fire District #3 Commissioner's was called to order by Chairman Zolman on August 11, 2021 – 9:30 a.m., at the District Main.

Present: Chairman Zolman, Commissioner Williamson, Commissioner Yeates, Chief Leibelt and District Secretary Stucky.

Board of Trustee: Absent

Staff:

Liaison:

Public:

Volunteer: Carmen Weber

PRESENTATIONS/AUDIENCE

None

APPROVAL OF CONSENT/ AGENDA

Presented to the Board was the consent agenda/agenda for the August 11, 2021 commissioner meeting. District Secretary requested the addition of "Washington Trust Credit Card to be added under New Business. As the Board had no additional changes/correction, (consent agenda/agenda) it was **moved/seconded (AW/CY/all concurring) to approve the consent agenda/agenda. Motion carried.**

MINUTES

With the Board having no comments/changes, etc. the minutes from the regular commissioner meeting of July 14, 2021 approved. **(consent agenda)**

BOARD OF TRUSTEES

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

CORRESPONDENCE

Alex Blondin, Brandon McGraw – Resignation Notification – FYI Notice

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 11th of August, 2021 the Board by unanimous vote (**consent agenda**) **EMS:** 210801001 – 21080101 \$30,786.01; **FIRE:** 210802001 - 210802040 \$102,730.54 **FIRE:** 210803001 \$9,838.46

Payroll: 7/1 – 7/15/2021 Pd 7/25/2021
 7/16 – 7/31/2021 Pd 8/10/2021

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

STAFF REPORTS

Assistant Chief/Facilities

Report stands as submitted. (**consent agenda**)

Medical Service Officer

Report stands as submitted. (**consent agenda**)

Fire Chief/Equip/Training

Report stands as submitted. (**consent agenda**)

Adm. Asst.

Report stands as submitted. (**consent agenda**)

Liaison

No report.

AGENDA ITEMS

FINANCIAL REPORT

The July checks were verified against the cover sheet submitted; vendor names/amounts were verified by Administrative Assistant Bowling.

District Secretary Stucky received the June financial statements has reviewed and the district figures are correct. District Secretary Stucky is currently working with the County regarding some issues on their figures.

CITY REPORT

Report stands as submitted.

FIRE CHIEF REPORT

Report stands as submitted.

Chief Leibel distributed the new proclamation 21-14 – Vaccination Requirement along with an interpretation from district attorney Brian Snure. Chief Leibel will keep the board updated as more information is received.

Personnel

Proposed to the Board:

Nolan Schiessel – Resident

Jennifer Keenon – Support Division

It was **moved/seconded (AW/CY/all concurring)** to accept the proposed pending background/verification. **Motion carried.**

UNFINISHED BUSINESS

Station #37

Trinidad Update

Chief Leibel informed the Board that Complete Design is working on a few sprinkler/water storage items. The plans and drawings are complete and once the sprinkler/water storage items have been resolved, the project will be ready to be advertised for bids.

Lorin Grigg Property – Update

Chief Leibel informed the Board that Mr. Grigg met with the District Secretary after the July meeting to sign a few documents. All the information is with 48 North who is moving the documents forward to the planning and health departments.

NEW BUSINESS

Standardized Resident Disciplinary Process - FYI

Chief Leibel reviewed the standardized resident disciplinary process with the Board. With continued standardization of forms/documents/announcements/etc, the handling of District affairs will be consistent and timely.

Washington Trust Credit Card

Chief Leibelt discussed the intent to apply for a Washington Trust Bank credit card with a credit limit of \$15,000.00. This card will replace the CitiBank card that the district previously had. Chief Leibelt will continue to be responsible for the review of all charges/approval. Commissioner Yeates moved, Commissioner Williamson seconded to move forward with the application process for the Washington Trust Bank credit Card. Motion carried with all concurring. Chief Leibelt will be authorized to apply for the credit card and fill out any necessary documentation. Those authorized to make changes on this account will be Chief Leibelt and District Secretary Stucky.

EXECUTIVE SESSION

Chairman Zolman requested an executive session pursuant to RCW 42.30.140 (4) (a) relating to collective bargaining issues and negotiations. The executive session will be for 20 minutes until 10:30 a.m. Those in attendance will be: Chairman Zolman, Commissioner Williamson, Commissioner Yeates, Chief Leibelt, District Secretary Stucky and Carmen Weber (support division). At 10:30 Chairman Zolman requested an additional 20 minutes until 10:50 a.m. At 10:50 a.m. Chairman Zolman requested an additional 5 minutes until 10:55 a.m.

Chairman Zolman reconvened the regular meeting at 10.55 a.m.

Being no further business, it was **moved/seconded (CY/AW/all concurring) to adjourn** the meeting at 10:55 a.m. **Motion carried.**

By Chairman: _____

By: Secretary: _____

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

REGULAR COMMISSIONER MEETING

September 8, 2021

TIME: 9:30 AM