

GRANT COUNTY FIRE DISTRICT #3

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

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

COMMISSIONERS: KEVEN CHILD, CARL YEATES, RANDY ZOLMAN

DISTRICT SECRETARY: APRIL STUCKY

Commissioner Meeting December 11, 2024

The regularly scheduled meeting of the Grant County Fire District #3 Commissioners was called to order by Chairman Child at 9:30 a.m. on December 11, 2024, at the Main Station.

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

Board of Trustee: Absent

Staff: Carmen Weber

Liaison: None

Public: None

PRESENTATIONS/AUDIENCE

None.

APPROVAL OF AGENDA/CONSENT AGENDA ITEMS

The agenda and consent agenda items for the December 11, 2024, commissioner meeting was presented to the Board. As there were no further discussions, changes, or corrections from the Board, it was **moved/seconded (CY/RZ/all concurring)** to **approve both the agenda and consent agenda. The motion was unanimously carried.**

CONSENT AGENDA ITEMS

MINUTES:

With no comments or changes from the Board, the minutes from the Regular Commissioner Meeting held on November 13, 2024 and the 2025 Public Hearing were approved as presented under the **consent agenda**.

BOARD OF TRUSTEES:

The Board reviewed and approved the invoices submitted. District Secretary Stucky will forward all the documents to BVFF.

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 11th day of December, 2024 the Board by unanimous vote was approved. **(consent agenda)**

CONST:	241201001 – 241201002	\$ 1,422.52
	241204001 – 241204002	\$ 71,932.13
EMS:	241202001 – 241202018	\$ 28,551.39
	241205001 – 241205011	\$ 27,486.10
FIRE:	241203001 – 241203059	\$103,163.44
	241206001 – 241206002	\$ 76,597.44
	241207001 – 241207001	\$ 9,065.14

Payroll: November 29, 2024
December 13, 2024

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

STAFF REPORTS:

See attached.

AGENDA ITEMS

DEPARTMENT UPDATES:

Interim Chief Report:

Report stands as submitted.

City Report:

Interim Chief Durfee attended City Council meetings; Interim Chief Durfee and District Secretary Stucky met and calculated the service fee for the 2025 City of Quincy contract; the figures were presented to City Administrator Haley – he will present to Council.

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Operations:

Interim Chief Durfee followed up; surplus vehicles from last month meeting – sold at auction for approximately \$45,000; fire prevention expo; Chief Leibelt’s retirement December 20, 2024 – 2:00-4:00 pm; Community Vision committee has selected a firm to develop Strategic Plan for “98848 Quincy Valley”; annual banquet is scheduled for February 8, 2025.

Interim Chief Durfee informed the Board that the Volunteer Association promoted the District at Local events and parades with the 1957 Seagrave this year. The Board recognizes the benefit of the Seagrave and will continue to insure the engine. As no additional questions/comments/concerns, the Board by unanimous vote approved the continued use of the 1957 Seagrave and insurance expense.

Personnel:

Miguel Juarez Resident

It was **moved/seconded (RZ/CY/all concurring)** to accept the candidates pending physical/standard background/verification. **The motion was unanimously carried.**

Interim Chief Durfee discussed the two firefighters who have successfully completed their probational year. A pinning ceremony by the Board was discussed along with the pinning of the newly appointed Fire Chief.

The Board directed District Secretary Stucky to prepare notice of a Special Meeting for January 8, 2025 6:30 p.m. for the official pinning of Dylan Anderson, Ross Massey and Chief Durfee.

District Secretary/HR/Financial Report:

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

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

District Secretary Stucky announced that the final payment for the main station has been made along with the SIP final grant payment.

District Secretary Stucky informed the Board that the 2023 FY Audit begins December 11, 2024.

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The Annual Vendor List was presented by District Secretary Stucky to the Board. The Commissioners, Interim Chief Durfee and District Secretary Stucky indicated that there were no relationships with any listed.

UNFINISHED BUSINESS:

Trinidad/Crescent Bar Closeout:

Interim Chief Durfee updated the Board on the final step for completion being the Labor and Industry closeout which should be completed by years end and release of retainage. District Secretary Stucky will continue to assist and monitor with Labor and Industries.

EMS Comprehensive Plan:

Interim Chief Durfee reported that the RFQ has moved forward and applications will be received until December 31, 2024.

NEW BUSINESS:

Appointment of Chief:

The Board recognized the retirement of Chief Leibelt as of December 31, 2024. Interim Chief Durfee was appointed by the Board to fulfill the role during Chief Leibelt's absence. A letter was submitted to the City of Quincy (according to contract) for notice of the Board's action at this meeting. No response was received from the City per District Secretary Stucky. The Board recognizes the performance of Interim Chief Durfee and desires to make his role as Fire Chief permanent commencing January 1, 2025.

As the Board had no additional questions/comments/discussion, it was **moved/seconded (RZ/CY/all concurring)** to appoint David Durfee to District Fire Chief. **The motion was unanimously carried.** District Secretary Stucky will prepare the employment contract.

2025 Commissioner Meeting Dates:

District Secretary presented and reviewed **Resolution 24-12-01 establishing the 2025 Commissioner Meeting Dates** with the Board. As the Board had no additional questions/comments/discussion, it was **moved/seconded (RZ/CY/all concurring)** to **approve Resolution 24-12-01. The motion was unanimously carried.**

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Surplus Equipment:

Resolution 24-12-02

Interim Chief Durfee presented and reviewed Resolution 24-12-02 to the Board and reviewed the items listed. As the Board had no additional questions/comments/discussion, it was **moved/seconded (RZ/CY/all concurring) to approve Resolution 24-12-02 and the property list. The motion was unanimously carried.**

Acquisition of Property: Sweet Clover

Interim Chief Durfee discussed the current status for acquisition of the property with the Board. Once the title is cleared, a quit claim deed will need to be completed, this will complete the transfer of property to the District.

2025 Grants:

Interim Chief Durfee discussed the continued review of available grants for the year 2025. Interim Chief Durfee and the Board recognizes that many of the grants are time sensitive. The Board authorized Interim Chief Durfee to apply for grants that are beneficial to the District and complete all necessary documents. Any grants that require over the \$50,000.00 district financial participation will be presented to the Board prior.

MOA 24-03:

Interim Chief Durfee presented and discussed MOA 24-03 with the Board. The revised language aligns the District to any updates that would be dictated by law.

As the Board had no additional questions/comments/discussion, it was **moved/seconded (RZ/CY/all concurring) to approve MOA 24-03. The motion was unanimously carried.**

EXECUTIVE SESSION

Chairman Child requested an executive session pursuant to RCW 42.30.110 (G) to evaluate the qualifications of an applicant for public employment or review the performance of a public employee. The executive sessions will be for 10 minutes until 10:20 a.m. Those in attendance for session will be: Chairman Child, Commissioner Yeates, Commissioner Zolman and District Secretary Stucky.

Chairman Child reconvened the meeting at 10:20 a.m.

The Board discussed the 2025 wages for non-CBA staff. Commissioner Zolman motion/Commissioner Yeates seconded to approve non-CBA 2025 wages of 3%. **The motion was unanimously carried.**

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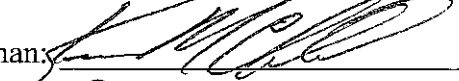
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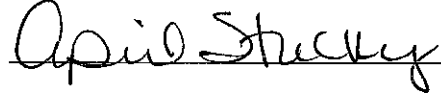
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Having no further business, it was **moved/seconded (RZ/CY/all concurring) to adjourn** the meeting at 10:22 a.m. **The motion unanimously carried.**

By Chairman: 

By Secretary: 

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

REGULAR COMMISSIONER MEETING

January 8, 2025

TIME: 9:30 AM