

**GRAHAM FIRE & RESCUE
BOARD OF FIRE COMMISSIONERS
REGULAR BOARD MEETING
July 12, 2010**

CALL TO ORDER

Commissioner Gustafson called the meeting to order at 7:00 p.m.

Attendance:

Present: Commissioner Gerald W. Gustafson, Commissioner Verne M. Pierson, Commissioner Robert E. Skaggs, Fire Chief Reggie Romines, Deputy Chief Gary Franz, Assistant Chief Todd Jensen, Public Prevention Education Officer Myra Merdian-Drake and District Secretary Kathy Hale.

Absent: Assistant Chief Tony Judd, Assistant Chief Ryan Baskett, and Assistant Chief Tom Mason had excused absences.

Commissioner Gustafson led the Pledge of Allegiance and welcomed the audience.

APPROVAL OF AGENDA:

Commissioner Skaggs moved the approval of the Agenda as submitted with no modifications. Commissioner Pierson seconded the motion. Motion carried unanimously.

APPROVAL OF THE MINUTES:

The minutes of the Regular Board Meeting of June 28, 2010, were approved as presented.

CORRESPONDENCE:

- Letter from Chief Paul Webb, Orting Valley Fire & Rescue
- Letter from Kelly Mainard

FINANCIALS:

Construction Payables Vouchers # 07001 through #07012 in the amount of \$90,342.08 and General Payables Vouchers #07001 through #07068 in the amount of \$131,503.11 for a total of \$221,845.19 were presented for approval.

Commissioner Pierson moved to accept the payables in the amount of \$221,845.19 after proper auditing. Commissioner Skaggs seconded the motion. Motion carried unanimously.

GENERAL ADMINISTRATION:

Chief's Report

Station No. 21-3. Chief Romines informed the Board Assistant Chief Baskett met with our engineer, biologist and a representative from Pierce County to discuss development potentials at Station No. 21-3. The County agreed the current graded and maintained area would not be an issue for wetland mitigation, and therefore, no off-site mitigation location will need to be purchased. At this point, it is determined 85% to 90% of the entire site is able to be developed.

Station Nos. 21-5 & 21-6. Chief Romines reported Assistant Chief Baskett has given the contractor a punch list for each station, which they are currently working on.

Chief Romines presented the Board with a fire alarm monitoring agreement with Ace Fire & Security for their review. The annual cost for each station is \$360. Chief Romines requested Board approval of the two Agreements.

Commissioner Skaggs moved the approval of the fire alarm monitoring agreement with Ace Fire & Security as presented for Stations No. 21-5 and 21-6 at a cost of \$360 per year per station. Commissioner Pierson seconded the motion. Motion carried unanimously.

Countywide Flood Control District. Chief Romines stated he requested an opinion from Attorney Quinn regarding the tax impact the Control District might have on fire districts. Attorney Quinn concluded the Control District, by State law, is below fire districts on the tax compression order, and therefore, has no impact on fire districts.

Special Board Meeting. Chief Romines reminded the Board of their Special Meeting on July 19, 2010, 10:00 a.m., at Station No. 21-4. The Agenda will include evaluating the 2010 Budget and future project budgets. Chief Romines asked the Board to let him know if there are any other topics they would like on the Agenda by the end of the week so the Meeting Notice can be posted timely.

Staff Movement. Chief Romines presented the Board with an email from D/S Hale outlining administrative support staff relocations and realignment of job duties.

Station No. 21-0. Chief Romines reviewed an email received from Scott Rakow, Project Engineer at Robinson Noble, which explained for the first time there are no detections of gasoline in the three wells. There are, however, still small traces of benzene in the three wells. Chief Romines stated he has not yet received the formal written report.

Commissioner Skaggs inquired at what point we can stop the quarterly testing. Chief Romines answered the State may want us to start taking a more aggressive approach. He reminded the Board the District had sent a letter last year explaining that due to budget constraints we are not able to spend a great deal of money, but will continue to monitor, and the State had agreed to that plan for the time being.

SeaPort Petroleum. Chief Romines presented the Board with a credit application for SeaPort Petroleum for their review. He explained Mechanic Fortner would like to purchase vehicle engine oil in larger quantities, which would save us money. Chief Romines requested Board approval of the application.

Commissioner Pierson moved the approval of signing and submitting the credit application with SeaPort Petroleum as presented. Commissioner Skaggs seconded the motion. Motion carried unanimously.

FF/PM Hiring Process. Chief Romines informed the Board nine paramedic student applications and twelve lateral applications were received for our Fire Fighter/Paramedic Hiring Process. The Assessment Center for the students will occur July 20th, with a Panel Interview taking place on July 21st for the students and lateral entries. The Chief's interview will take place on July 27th. Chief Romines asked if one of the Commissioners would be available to help with the interviews. Commissioner Pierson stated he is available to assist.

McAvoy Fuel. Chief Romines explained Deputy Chief Franz has been evaluating cost savings related to installing our own diesel tanks at Stations No. 21-1 and 21-4. Deputy Chief Franz stated he has met with McAvoy Fuel and they are offering to install above-ground tanks at our two sites, lease the tanks to us for \$1.00 per month and supply the diesel at bulk rates, which would be less than what we are paying now at Safeway. Deputy Chief Franz also stated he had asked Attorney Quinn to review the contracts, and has contacted the County to see what permit issues/costs there will be.

Chief Romines stated there are two benefits to us having our own fuel tanks: One, the cost savings of buying in bulk; and two, having a supply on-site should there be a major disaster in our area.

PPEO Report

Public Prevention Education Officer Myra Merdian-Drake presented her report to the Board for their review. She thanked the Board for their participation in the Eatonville Fourth of July Parade.

NEW BUSINESS

Resolution No. 756, Authorizing Specific Transport Accounts be Written Off. District Secretary Hale read Resolution No. 756, Authorizing Specific Transport Accounts be Written Off, into the record.

Commissioner Skaggs moved the approval of Resolution No. 756, Authorizing Specific Transport Accounts be Written Off, as presented. Commissioner Pierson seconded the motion. Motion carried unanimously.

OTHER BUSINESS

Station No. 21-3 Proposal for Services. Chief Romines presented the Board with two Proposal for Services pertaining to Station No. 21-3: Apex Engineering for the development of a Master Site Plan to include surveying, planning, sub-consultant services and water feasibility estimated at \$7,550; and Russell & Associates for a Wetland and Fish & Wildlife Analysis at a cost of \$2,400. He asked for Board approval of the two Proposals in order to move forward with the Board's desire to establish a master site plan for the property.

Chief Romines also inquired about the 144th property and whether or not the Board wants staff to continue to pursue purchasing the 1.7 acres or the full 4.5 acres -- reminding the Board we no longer need another site to mitigate wetlands from Station No. 21-3. Discussion ensued regarding building a larger facility at Station No. 21-3,

leasing office space to the Sheriff's Department and the feasibility of building living quarters at Station No. 21-2. Commissioner Pierson voiced he believes the best use of the Construction funds is to enlarge Station No. 21-3 first and in the future develop Station No. 21-2. Commissioner Skaggs stated he would like to see us purchase land in the Station No. 21-2 area, if there is a dry site available in that area, move forward with developing Station No. 21-3 and continue to talk with the Sheriff's Department regarding renting office space. Commissioner Gustafson stated he would like to know how much buildable space there is at the 144th property, and what the costs would be for building a structure at Station No. 21-3 with and without additional office space for the Sheriff's Department, before he can make a decision one way or the other.

Commissioner Skaggs moved the approval of the two Proposal for Services, Apex Engineering in the amount of \$7,550 and Russell & Associates in the amount of \$2,400, for a total of \$9,950 as presented. Commissioner Pierson seconded the motion. Motion carried unanimously.

Operating Instruction No. 136, Sick Leave and Return to Work. Chief Romines presented to the Board for their review draft Operating Instruction No. 136, Sick Leave and Return to Work. He stated he will ask for Board approval at their next Regular Meeting.

Temporary Position. Chief Romines informed the Board that FF Tyler Romines will be off work for three to six months from an on-the-job injury. He requested Board approval to hire a temporary fire fighter to fill his shift spot.

Commissioner Pierson moved the approval of hiring a temporary fire fighter for a period of three to six months, as requested. Commissioner Skaggs seconded the motion. Motion carried unanimously.

Mitigation Planning Grant. Chief Romines presented the Board with a Letter of Agreement proposed by Pierce County. He explained the County is requesting agencies who participated in the 2006-2008 Region 5 Hazard Mitigation Plan to sign. The signed Agreement will be part of a new grant application submitted to FEMA to update the existing plan.

Commissioner Pierson moved the approval of signing the Letter of Agreement for the Mitigation Planning Grant proposed from Pierce County as presented. Commissioner Skaggs seconded the motion. Motion carried unanimously.

Chief Romines informed the Board we are beginning to explore the possibility of a co-venture with Central Pierce Fire & Rescue and East Pierce Fire & Rescue for a command training center. Attorney Quinn is looking into an Interlocal agreement.

Chief Romines stated a copy of the informational notebook staff presented to Orting Valley Fire & Rescue is available for their review in D/S Hale's office.

Chief Romines presented the Board with a resignation letter for their review and approval.

Commissioner Skaggs moved to accept the resignation of Volunteer Fire Fighter Hank Cushman as of July 2, 2010. Commissioner Pierson seconded the motion. Motion carried unanimously.

Chief Romines presented the Board with a signed document from Volunteer Fire Fighter Andrew Hartung wherein he acknowledges there is no longer a position available for him. Chief Romines stated he had previously spoken with the Board regarding waiving reimbursement costs from Andrew and the Board had given their verbal approval. He asked the Board to place a motion to that effect on the record.

Commissioner Skaggs moved to accept waiving reimbursement costs from Andrew Hartung associated with his fire fighter training, the difference between money earned and money owed of \$221. Commissioner Pierson seconded the motion. Motion carried unanimously.

GOOD OF THE ORDER/PUBLIC INPUT

None

EXECUTIVE SESSION

None

ADJOURNMENT

With no further business to come before the Board, the Regular Board Meeting of July 12, 2010, was adjourned at 8:20 p.m.

Gerald W. Gustafson, Commissioner

Kathy J. Hale, District Secretary