

**GRAHAM FIRE & RESCUE  
BOARD OF FIRE COMMISSIONERS  
REGULAR BOARD MEETING  
August 27, 2012**

**CALL TO ORDER**

Commissioner Pierson 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 Ryan Baskett, Assistant Chief Steve Richards, Assistant Chief Tom Mason, Assistant Chief Todd Jensen, Public Prevention Education Officer Myra Merdian-Drake and District Secretary Kathy Hale

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

**APPROVAL OF AGENDA:**

**Commissioner Skaggs moved to accept the Agenda as presented. Commissioner Gustafson seconded the motion. Motion carried unanimously.**

**APPROVAL OF THE MINUTES:**

**The minutes of the Regular Board Meeting of August 13, 2012, were approved as presented.**

**CORRESPONDENCE:**

None

**FINANCIALS:**

General Payable Vouchers #08074 through #08166 in the amount of \$361,854.53 and Account Transfers in the amount of \$485,101.68 for a total of \$846,956.21, of which \$637,746.75 was for Payroll and \$209,209.46 was for Payables were presented for approval.

**Commissioner Gustafson moved to accept the payables in the amount of \$846,956.21 after proper auditing. Commissioner Skaggs seconded the motion. Motion carried unanimously.**

**GENERAL ADMINISTRATION:**

**Chief's Report**

Chief Romines reported on the following:

The 1<sup>st</sup> Annual Awards Picnic will be held on September 16<sup>th</sup> at Station 21-4.

Yelm Fire Recognition. Chief Romines stated Deputy Chief Franz has confirmed we are on the agenda at their September 20<sup>th</sup> meeting to present our Special Recognition

Award to Lt. Barstow for his life-saving assistance at one of our calls. Please coordinate transportation with Deputy Chief Franz if you plan on attending.

Reader-Board at Station No. 21-5. Chief Romines reported we will need to go out to bid for the sign at Station No. 21-5. The original bid specifications identified only Station Nos. 21-4 and 21-6, but the same specs can be used for this bid process. Chief Romines asked to clarify with the Board if they are okay with using a number sign (#) rather than "No." as we have done on all the other signs. The Board stated they would like to see all the signs consistent. Chief Romines also informed the Board the County has agreed to re-activate our original sign application from February 2011, which has already been paid for.

**Commissioner Skaggs moved to go out to bid for a reader-board sign at Station No. 21-5, using the same specifications and design. Commissioner Gustafson seconded the motion. Motion carried unanimously.**

Water Tanks. Chief Romines reported the water tank at Station No. 21-2 is not holding water due to corrosion holes. Assistant Chief Richards stated he met with a repair person who suggested using epoxy rather than try to weld. Lieutenant Faubion is in the process of filling all the holes to see if this approach works. If it does, the same will be done to the tank at Station No. 21-3.

Fill The Boot. Chief Romines informed the Board this year's Muscular Dystrophy fundraiser will occur on August 31<sup>st</sup> and September 1<sup>st</sup> at the corner of 224<sup>th</sup> and Meridian.

Operating Instruction No. 401, Volunteer Duty-Shift Program. Chief Romines presented the Board with an update to Operating Instruction No. 401, Volunteer Duty-Shift Program. He explained during this year's Pierce County Fair a question was asked about volunteer service time at the Fair counting toward annual VDP service time. In the past, the Board has approved Fair service for VDP service, but this O.I. is silent on the matter. The proposed changes address Fair service counting.

**Commissioner Skaggs moved to approve the changes to Operating Instruction No. 401, Volunteer Duty-Shift Program, to include Fair service time. Commissioner Gustafson seconded the motion. Motion carried unanimously.**

Operating Instruction No. 110, Volunteer Reimbursement. Chief Romines presented the Board with a revision to Operating Instruction No. 110, Volunteer Reimbursement. He explained the approval of Operating Instruction No. 401 is driving the need to revise this Operating Instruction having to do with VDP language and reimbursement for that service.

**Commissioner Skaggs moved the approval of Operating Instruction No. 110, Volunteer Reimbursement, as updated. Commissioner Gustafson seconded the motion. Motion carried unanimously.**

Station Nos. 21-5 & 21-6 Storm Water Application. Chief Romines presented the Board with applications for service charge credit for the storm water system at both stations. He explained, as part of the catch basin clean-out project the Board authorized last spring, the basins at the stations have been inspected by the engineer and calculated to

qualify for an application of 85% credit. Chief Romines requested approval for Board signature on the Application and a Right-of-Entry Agreement for each station.

**Commissioner Skaggs moved the approval of signing the Storm Credit Application and the Right-of-Entry Agreement for Station Nos. 21-5 and 21-6, as presented. Commissioner Gustafson seconded the motion. Motion carried unanimously.**

Station No. 21-1 Painting Bid. Chief Romines reported ten bids were received for the painting project at Station No. 21-1; three of the bids were non-compliant, seven were compliant. He recommended awarding the project to the compliant low bidder, Martinson Company, at a cost of \$14,970 plus sales tax. Chief Romines stated references were checked and all comments came back very positive.

**Commissioner Skaggs moved to accept the low compliant bid in the amount of \$14,970 plus sales tax from Martinson Company for painting Station No. 21-1, with the funds coming from the Bond account. Commissioner Gustafson seconded for the purpose of discussion.**

Commissioner Gustafson questioned being able to use the Bond money to paint the station. Commissioner Skaggs stated we had already received confirmation that we could when we started all the upgrade projects on the stations.

**Call for the question. Commissioners Skaggs and Pierson; yes. Commissioner Gustafson: no. Motion carried by a majority.**

Chief Romines inquired what he could do to alleviate the question in Commissioner Gustafson's mind about using the Bond money. Commissioner Gustafson stated he would like to see the answer in writing from our Bond attorney. Chief Romines stated he would have staff contact him.

**Commissioner Skaggs moved to withdraw the previous motion regarding the painting of Station No. 21-1. Commissioner Pierson seconded the motion. Motion carried unanimously.**

**Commissioner Skaggs moved to accept the low compliant bid in the amount of \$14,970 plus sales tax from Martinson Company for painting Station No. 21-1, with the funds coming from the Bond account only after receiving proper documentation from our Bond attorney, or the money coming from the Emergency Fund if not approved by the Bond attorney. Commissioner Gustafson seconded the motion. Motion carried unanimously.**

#### **NEW BUSINESS**

None

#### **OTHER BUSINESS**

None

#### **GOOD OF THE ORDER**

None

## **EXECUTIVE SESSION**

Chief Romines requested a 5-minute Executive Session under RCW 42.30.140 to discuss a position for collective bargaining with possible business to follow, and 10 minutes under RCW 42.30.140 to adopt a position for professional negotiations with no business to follow.

**Commissioner Pierson announced a 5-minute Executive Session under RCW 42.30.140 to discuss a position for collective bargaining with possible business to follow, and 10 minutes under RCW 42.30.140 to adopt a position for professional negotiations with no business to follow, for a total time of 15 minutes. Executive Session was announced as beginning at 7:25 p.m.**

**An announcement was made at 7:40 p.m. to extend the Executive Session another 20 minutes.**

**Commissioner Pierson reconvened the Regular Meeting at 8:00 p.m.**

**Commissioner Skaggs moved to accept an MOU with the Union to allow for an outside agency to teach our CPR/First Aid classes. Commissioner Gustafson seconded the motion. Motion carried unanimously.**

## **ADJOURNMENT**

**With no further business to come before the Board, the Regular Board Meeting of August 27, 2012, was adjourned at 8:05 p.m.**

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Verne M. Pierson, Commissioner

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Kathy J. Hale, District Secretary