

**GRAHAM FIRE & RESCUE
BOARD OF FIRE COMMISSIONERS
REGULAR BOARD MEETING
April 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, Assistant Chief Ryan Baskett, Public Prevention Education Officer Myra Merdian-Drake and District Secretary Kathy Hale.

Absent: Assistant Chief Tony Judd 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 March 22, 2010, were approved as presented.

CORRESPONDENCE:

- Letter from Assistant Chief Jim Sharp, Fire Comm
- E-mail from Battalion Chief Clawson
- E-mail from Battalion Chief Clawson
- Letter from City of Tacoma Public Works Department

FINANCIALS:

Construction Payables Vouchers # 04001 through #04011 in the amount of \$353,320.03 and General Payables Vouchers #04001 through #04088 in the amount of \$183,074.52 for a total of \$536,394.55 were presented for approval.

Commissioner Skaggs moved to accept the payables in the amount of \$536,394.55 after proper auditing. Commissioner Pierson seconded the motion. Motion carried unanimously.

GENERAL ADMINISTRATION:

Chief's Report

Chief Romines requested Board approval to be on vacation from May 6th through May 16th, and be allowed to miss the May 10, 2010 Regular Board Meeting.

Commissioner Skaggs moved to approve Chief Romines' vacation request and be absent at the May 10th Regular Board Meeting. Commissioner Pierson seconded the motion. Motion carried unanimously.

New Property Station No. 21-2. Chief Romines reported, on behalf of the Board, Commissioner Pierson had signed a contract with Apex Engineering to begin the segregation work for the property on 144th and Kapowsin Highway. The amount of the contract is not-to-exceed \$6,600.

New Property Station No. 21-3. Chief Romines requested Board signature on the sale agreement with Jay Miles and Julie Curtis. Assistant Chief Baskett stated the new legal description for our section of the property has been recorded with the County so the sale can be finalized. Once the sale is recorded with the Auditor's Office, a new parcel number will be assigned.

Chief Romines asked the Board for direction as to which building design will be built on the property – the smaller Station 21-5 or the larger Station 21-6. He explained staff is recommending the larger station so there is room for a community room and our procurement division. Commissioner Skaggs inquired about the difference in price and if there are enough funds left in the construction account for the larger building. D/S Hale answered depending if a fire flow water system is needed and if the bid price comes in higher than estimated there is a possibility \$200,000 to \$300,000 more would be needed based on cost projections.

Commissioner Gustafson asked about building a station at the new Station No. 21-2 property. Chief Romines reminded the Board their earlier direction was to build the new Station No. 21-3 at this time, and purchase property for future building, minimum of five years, at Station No. 21-2. This decision was driven by a reduction in response times, including the Kapowsin area, if the staffed station was located near 290th and Meridian.

Commissioner Skaggs moved to have the larger building, Station No. 21-6 design, built on the new Station No. 21-3 property. Commissioner Pierson seconded the motion. Motion carried unanimously.

Commissioner Skaggs stated for the record the next building focus for the District should be the Kapowsin Station area.

Station No. 21-3. Assistant Chief Baskett informed the Board the County has completed the final inspection on the training tower, and the project has closed out!

Station No. 21-5. Assistant Chief Baskett invited the Board to visit either site anytime. Please check in with the superintendent so he knows you are there. Both stations are moving along very smoothly; interior painting is almost complete and cabinets are going in.

Station No. 21-6. See above.

Station No. 21-0. Chief Romines reported the first quarter testing has been completed and the results show a continued trend towards decreased levels. The final report will be available at the next meeting.

New Ladder Truck. Chief Romines thanked Assistant Chief Baskett for his diligence in fixing leakage issues on the new vehicle. The truck has been fixed and is back with us!

Computer Room Cooling Bid. Chief Romines presented the Board with the bid documents. He also informed the Board another server went down this past weekend, but IT was able to restore it.

Town Hall Meeting. Chief Romines informed the Board Representatives Tom Campbell and Jim McCune will host a Town Hall Meeting at Station No. 21-4 on May 1, 2010, from 12:30 p.m. to 2:30 p.m.

Resident Evaluation-Operating Order. Chief Romines presented the Board with an Operating Order to cover the annual evaluations for resident fire fighters. He explained it is a shortened version of Operating Instruction No. 133, Employee Annual Performance Evaluation, which is primarily based and designed for employees, not volunteers. Once the Officers have had an opportunity to work with this version, it will be converted into an operating instruction for Board approval.

Mercedes Fire Hose. Chief Romines explained he has been working to resolve the inner lining elongation problem with our hose. The District purchased 77 lengths of 2 1/2" in 2008, and 18 lengths of 1 3/4" in 2007 of MD800 hose. Mercedes has agreed to replace these lengths of hose with their top-of-the-line Aqua-flow hose for the difference in cost, which is approximately \$100 for the 2 1/2" and \$75 to \$80 for the 1 3/4".

Chief Romines requested Board approval for the expenditure estimated at \$10,000 from their Emergency Fund. He also stated the remaining hose, purchased in 2004 and 2005, will be re-balanced by cutting off the butts, equalizing the inner and outer liners, and then reattaching the butts. This will be done at no charge to the District.

Commissioner Skaggs inquired if the MD800 was inferior hose. Chief Romines responded that it is, in his opinion – it is considered an industrial hose to be used by water companies, public works, swimming pools, etc. When questioned about why this hose was sold as fire hose, Lloyd from US Fire Equipment had answered it was presented to him as acceptable for fire hose, was much lower in cost, thereby saving tax payer money.

Commissioner Skaggs moved the approval of expending \$10,000 from the Emergency Fund for the replacement of the hose. Commissioner Pierson seconded the motion. Motion carried unanimously.

Updated Mutual Aid Agreement. Chief Romines presented the Board with an updated Mutual Aid Agreement for their review. He stated Attorney Quinn has been working on this to mainly clean up language and clarify automatic aid response.

Aerial Ladder Testing. Chief Romines presented the Board with a contract from Underwriters Laboratories, Incorporated, necessary for the bi-annual testing. He requested Board approval.

Commissioner Pierson moved to approve the contract with Underwriters Laboratories, Incorporated, as presented. Commissioner Skaggs seconded the motion. Motion carried unanimously.

PPEO Report

Public Prevention Education Officer Myra Merdian-Drake presented her monthly report to the Board for their review.

NEW BUSINESS

Resolution No. 750, Authorizing Specific Transport Accounts be Written Off. District Secretary Hale read Resolution No. 750, Authorizing Specific Transport Accounts be Written Off, into the record.

Commissioner Pierson moved the approval of Resolution No. 750, Authorize Specific Transport Accounts be Written Off, as presented. Commissioner Skaggs seconded the motion. Motion carried unanimously.

Resolution No. 751, Surplus Light Bar. District Secretary Hale read Resolution No. 751, Surplus Light Bar, into the record.

Commissioner Skaggs moved the approval of Resolution No. 751, Surplus Light Bar, as presented. Commissioner Pierson seconded the motion. Motion carried unanimously.

Resolution No. 752, Superseding Resolution No. 719 Surplus Hose. District Secretary Hale read Resolution No. 752, Superseding Resolution No. 719 Surplus Hose, into the record.

Commissioner Skaggs moved the approval of Resolution No. 752, Superseding Resolution No. 719 Surplus Hose, as presented. Commissioner Pierson seconded the motion. Motion carried unanimously.

OTHER BUSINESS

Draft Uniform Policy. Chief Romines presented the Board with an updated draft of the Uniform Policy for their review. He stated there were only minor changes. He will be asking for Board approval at their next Regular Board Meeting.

Volunteer Deferred Compensation Policy. Chief Romines presented the Board with a draft deferred compensation policy for volunteers for their review.

Annual Contract for Services. Chief Romines presented the Board with an annual Contract for Services with Pierce County, in the amount of \$8,627. He explained this is for fire and EMS services at Frontier Park.

Commissioner Pierson moved the approval of the Contract for Service with Pierce County for fire and EMS service. Commissioner Skaggs seconded the motion. Motion carried unanimously.

GeoTechnical Services. Chief Romines presented the Board with a contract with GeoResources, LLC, for ground work at the new Station No. 21-3 property. He requested Board approval of the contract in the amount of \$3,190.

Commissioner Skaggs moved the approval of the contract with GeoResources, LLC, in the amount of \$3,190. Commissioner Pierson seconded the motion. Motion carried unanimously.

Chief Romines informed the Board there will most likely be several contracts needing to be signed in order to keep the projects moving along quickly. He will be asking Commissioner Gustafson to come in to sign those – and will inform the rest of the Board when this needs to take place.

Graham Engine One. Assistant Chief Baskett informed the Board a mechanic was out this morning concerning Graham Engine One. The mechanic estimated it would cost approximately \$5,000 to get the present engine running and fix the exhaust problem. He also stated he did not know how long the engine would last or run. A recommendation was made by the mechanic to replace the engine with an in-line six cylinder of today's technology, which would cost approximately \$10,000, and be much more reliable.

Commissioner Skaggs moved to go out to bid to replace the present engine with an in-line six cylinder. Commissioner Pierson seconded the motion. Motion carried unanimously.

EXECUTIVE SESSION

Chief Romines requested a 5-minute Executive Session under RCW 42.30.140, to adopt strategy for collective bargaining.

Commissioner Gustafson announced a 5-minute Executive Session under RCW 42.30.140, to adopt strategy for collective bargaining, with no business to follow. Executive Session was announced as beginning at 8:00 p.m.

An announcement was made at 8:05 p.m. to extend the Executive Session another five minutes.

An announcement was made at 8:10 p.m. to extend the Executive Session another five minutes.

Commissioner Gustafson reconvened the Regular Board Meeting at 8:15 p.m.

ADJOURNMENT

With no further business to come before the Board, the Regular Board Meeting of April 12, 2010, was adjourned at 8:16 p.m.

Gerald W. Gustafson, Commissioner

Kathy J. Hale, District Secretary