

**GRAHAM FIRE & RESCUE  
BOARD OF FIRE COMMISSIONERS  
REGULAR BOARD MEETING  
April 26, 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 Tony Judd, Assistant Chief Ryan Baskett, Assistant Chief Tom Mason, Assistant Chief Todd Jensen, Public Prevention Education Officer Myra Merdian-Drake and District Secretary Kathy Hale.

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

**APPROVAL/MODIFICATION OF AGENDA:**

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

**APPROVAL OF THE MINUTES:**

**The minutes of the Regular Board Meeting of April 12, 2010, were approved as presented.**

**CORRESPONDENCE:**

- Invitation to the Central Pierce Fire & Rescue Fire Fighter Recruit Academy Graduation
- Thank You Letter from CEO Christine Swinehart, Cascade Regional Blood Service
- Frederickson Elementary School Newsletter

**FINANCIALS:**

Construction Payables Vouchers #04012 through #04021 in the amount of \$17,494.68, General Payables Vouchers #04089 through #04186 in the amount of \$696,835.34, and Account Transfers in the amount of \$447,976.55 for a total of \$1,162,306.57 of which \$587,789.01 was for Payroll and \$574,517.56 was for Payables were presented for approval.

**Commissioner Pierson moved to accept the payables in the amount of \$1,162,306.57 after proper auditing. Commissioner Gustafson seconded the motion. Motion carried unanimously.**

## **GENERAL ADMINISTRATION:**

### **Chief's Report**

Chief Romines stated there was a good turnout of fire fighters at a pancake feed given by the Evergreen Presbyterian Church. The Church had extended the invitation to Graham Fire Fighters and Pierce County Deputy Sheriffs. "C" Shift attended along with several members from "B" Shift.

Mike Moran will present Tom Faubion the "Gordie Award" at the Association Meeting tomorrow night.

Station No. 21-3 (New). Chief Romines informed the Board Commissioner Gustafson signed a proposal from ADC Wastewater Engineering to design the on-site treatment system for the new station. At this time, the process is on hold until we hear from the geological engineer regarding the condition of the soils. We should hear sometime next week.

Station No. 21-5. Assistant Chief Baskett reported most of the tile floor has been laid at Station No. 21-6. The tile for Station No. 21-5 was sent back due to bugs in the cargo container. DS Hale will be working with the architect to find replacement tile.

Station No. 21-6. See above.

Station No. 21-0. Assistant Chief Baskett announced he has not received the quarterly report yet.

Computer Rooms Cooling Bid. Chief Romines informed the Board the bid process will close on April 29<sup>th</sup>. He asked the Board for approval to have DS Hale make telephone contact with each Board member after the bids are opened for approval to move forward with awarding the project rather than waiting until the next Board Meeting.

**Commissioner Pierson moved to have DS Hale contact each Board member after the bid opening for Board approval to award the bid. Commissioner Gustafson seconded the motion. Motion carried unanimously.**

New Medic Units. Chief Romines reported the new medic units are scheduled to arrive the week of June 14<sup>th</sup>.

Operating Instruction No. 602, Uniform Policy. Chief Romines requested Board approval of Operating Instruction No. 602, Uniform Policy, including the minor addition in Appendix A, which was e-mailed to them earlier.

**Commissioner Skaggs moved the approval of Operating Instruction No. 602, Uniform Policy, along with Appendix A, as presented. Commissioner Pierson seconded the motion. Motion carried unanimously.**

Draft Deferred Compensation Policy. Chief Romines asked for Board direction on the changes made to the draft policy. Following discussion regarding the length of membership before receiving matching District funds, the Board gave direction to staff to increase the monthly contribution to \$100 per month after three years and eliminate any "tier" system. Also, after five years of membership the District will contribute years one

and two into the member's account. Chief Romines stated a new draft with the incorporated changes will be ready for the next Board Meeting.

Updated Mutual-Aid Agreement. Chief Romines requested Board approval of the Updated Mutual-Aid Agreement, which was presented to the Board at their last meeting.

**Commissioner Pierson moved the approval and signing of the Mutual-Aid Agreement as presented. Commissioner Skaggs seconded the motion. Motion carried unanimously.**

Brush Vehicle Pump. Assistant Chief Baskett explained the sled and pump portions on our 1995 brush unit are in need of repair. He stated the vehicle has served our needs very well over the past 15 years and can continue to meet our needs once overhauled and redesigned. Deputy Chief Franz reported he had DNR look at the vehicle and they recommended a complete overhaul to include having a new sled and pump system installed using today's technology. DNR has estimated the job will cost approximately \$9,800.

Assistant Chief Baskett informed the Board he believes this cost can be absorbed within the overall equipment repair budget, but may need to ask the Board for approval to expend a portion from the Emergency Fund if later in the year that area runs short.

Cartography & Addressing. Chief Romines stated he sent a letter to the Director of Planning and Land Services, Chuck Kleeberg, requesting the position in cartography not be eliminated due to budget cuts. He had explained in the letter the importance of the position to ensure accurate addressing of new and existing homes from the fire service standpoint of responding to emergencies.

Assistant Chief Judd informed the Board he heard today the position has been laid off. Commissioner Skaggs inquired about several districts coming together and hiring this person as an independent contractor. Discussion was also had regarding other positions; i.e., fire marshal work, the fire districts may have to start doing on their own if the County continues to make position cuts.

The Board asked Chief Romines to discuss with the Executive Board of the Pierce County Fire Chiefs' Association the possibility of banding together to contract hire vital positions the County is dropping.

Safe Sitter Program. Chief Romines informed the Board the Prevention/Public Education Division will be offering a new program for community members – Safe Sitter. The first class will be held in June for in-house members, and regularly scheduled classes will begin this summer for community members.

Department Photos. Chief Romines asked the Board for approval to move forward with Department photos as outlined in Deputy Chief Franz's e-mail. The cost would come from line item 522.20.31.01, Miscellaneous Supplies. The Board gave their approval for the project and expenditure.

### **Training Report**

Assistant Chief Tom Mason presented the Training Report for Board review.

**NEW BUSINESS:**

None

**OTHER BUSINESS:**

FEMA Grant. Chief Romines reported to the Board the AFG FEMA Grant process opened today. Following a discussion with Commissioner Pierson and staff regarding department needs and what equipment should be applied for, the consensus reached was to submit for replacements of our LifePak 12's and gurneys. Chief Romines also stated even if we do not receive grant money, Assistant Chief Jensen has recommended our LifePaks be replaced beginning in the 2011 budget due to the manufacturer ceasing to provide service to them because of age.

Sutphen Ladder Repair. Chief Romines informed the Board the side blocks of the 1986 Sutphen Ladder truck need to be repaired/replaced before the biannual UL testing is done in July. He stated the cost will be absorbed within the fleet maintenance budget, but he may need to ask the Board to infuse funds into that area of the budget from the Emergency Fund later in the year.

**Commissioner Skaggs moved the approval of repairing/replacing the side blocks of the 1986 Sutphen Ladder truck as recommended. Commissioner Pierson seconded the motion. Motion carried unanimously.**

293<sup>rd</sup> & Meridian Site. Chief Romines explained staff and Commissioner Gustafson met with representatives of Apex Engineering this morning to discuss their findings of the soil conditions on the property. Geoff Sherwin had expressed his surprise at the high water table found when the test holes were dug last week because according to his maps and research data the ground showed no wetland areas and acceptable soils. Chief Romines further explained the District has spent \$5,000 to \$6,000 so far in the due diligence and separation process and would need to spend approximately \$1,000 to \$1,200 for additional tests before making a final decision to purchase the land: Wetland evaluation; estimate from a contractor of the additional cost to stabilize the site for construction.

Assistant Chief Baskett stated he would also ask for a study on the possibility the area could be a wildlife sensitive area. Chief Romines recommended extending the due diligence period 30 days and move forward with evaluating the site for wetlands, wildlife and possible additional site costs.

**Commissioner Skaggs moved to authorize Commissioner Gustafson to sign a 30-day extension of due diligence on the 293<sup>rd</sup> & Meridian property and obtain further information on the site as recommended. 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 April 26, 2010, was adjourned at 8:05 p.m.**

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Gerald W. Gustafson, Commissioner

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Kathy J. Hale, District Secretary