

**GRAHAM FIRE & RESCUE
BOARD OF FIRE COMMISSIONERS
REGULAR BOARD MEETING
November 8, 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 Todd Jensen, Public Prevention Education Officer Myra Merdian-Drake and District Secretary Kathy Hale.

Absent: 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 to approve the Agenda as presented. Commissioner Pierson seconded the motion. Motion carried unanimously.

PRESENTATION:

APPROVAL OF THE MINUTES:

The minutes of the Regular Board Meeting of October 25, 2010, were approved as presented.

CORRESPONDENCE:

- Thank You Letter from Enumclaw Fire Department
- Thank You Letter from a Citizen
- Thank You Letter from a Citizen
- Letter from Gotta Store It Manager

FINANCIALS:

Construction Payables Vouchers #10027 through #10034 in the amount of \$17,152.52 and General Payables Vouchers #10161, and #11001 through #11063, in the amount of \$58,364.02 for a total of \$75,516.54 were presented for approval.

Commissioner Skaggs moved to accept the payables in the amount of \$75,516.54 after proper auditing. Commissioner Pierson seconded the motion. Motion carried unanimously.

GENERAL ADMINISTRATION:

Chief's Report

Chief Romines reminded all of the Graham Business Association Annual Scholarship Auction on November 17, 2010, beginning at 7:00 a.m. at the Silvercreek Retirement Center.

Chief Romines inquired if Board members were going to attend the Pierce County Commissioners/Chiefs Annual Banquet on December 2, 2010. It will be held at the Fircrest Golf Club. All three Commissioners stated they will be attending.

Chief Romines announced the 21st Annual B-Shift Christmas dinner will occur on December 18, 2010, which will be held at Katie Downs this year. Please RSVP Battalion Chief Clawson.

Chief Romines informed the Board the Administration Holiday Party is scheduled for December 10, 2010. It will be hosted by Todd & Christie Jensen this year.

Station No. 21-0. Chief Romines presented the Board with a copy of email correspondence between John Hildenbrand of Robinson Noble and Rob Olsen of the Pierce County Health Department confirming approval of our plan to discontinue sampling the water system and install a deep offsite well late 2011 or early 2012.

Station No. 21-3. Chief Romines informed the Board in order to finalize the wetland approval process in lieu of a formal site development plan Apex Engineering needs to locate and install buffer signs, design a recordable site plan showing the wetland area and buffer, and produce an affidavit of wetland and habitat signs being posted. The cost for this work is \$2,800. Chief Romines recommended Board approval to go forward with the work.

Commissioner Skaggs moved the approval for Apex Engineering to finalize the wetland approval at a cost of \$2,800, with the expenditure coming from the Construction Fund. Commissioner Pierson seconded the motion. Motion carried unanimously.

Pierce County HIT Expenditure. Chief Romines requested Board approval to expend \$4,000 from the Pierce County HazMat fund to retain the services of Bret Stohr to finalize deficiencies identified by Labor and Industries concerning the HazMat response which occurred July 31, 2009. Assistant Chief Judd stated Mr. Stohr will also update the current response plan.

Commissioner Skaggs moved the approval of expending \$4,000 from the Pierce County HazMat fund to retain the services of Bret Stohr. Commissioner Pierson seconded the motion. Motion carried unanimously.

Fire Sprinkler Letter. Chief Romines presented the Board with a copy of a letter Deputy Chief Franz sent to the Mayor of the City of Edmonds regarding adopting a mandatory residential fire sprinkler regulation. He stated Deputy Chief Franz has been invited to attend a Council Meeting on November 16th to speak on the subject.

Nationwide 457 Plan. Chief Romines explained our Nationwide 457 Plan offers an additional program wherein a participant is eligible to take out a loan using their 457 as

collateral. This program has no impact on the District. Chief Romines requested Board approval of attaching this program to our current 457 Plan.

Commissioner Pierson moved to allow the loan program with Nationwide. Commissioner Skaggs seconded the motion. Motion carried unanimously.

Labor MOU. Chief Romines requested pulling this item until after the Board finalized the 2011 Budget.

Exhaust System RFP. Chief Romines informed the Board the District will be advertising Request for Proposals to repair/replace the exhaust systems at Station Nos. 21-1 and 21-3. He also stated a new system for Station No. 21-2 will be part of the remodel proposal to come later.

Boeing Property. Chief Romines stated he was contacted by Brian Winslow of Boeing who informed him Boeing will place into their 2012 budget money to purchase our property. We will be seeking a legal opinion whether we are required to advertise the property or can simply sell it directly to Boeing.

PPEO Report

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

NEW BUSINESS

Resolution No. 762, Authorizing Specific Transport Accounts be Written Off. District Secretary Hale read Resolution No. 762, Authorizing Specific Transport Accounts be Written Off, into the record.

Commissioner Pierson moved the approval of Resolution No. 762, Authorizing Special Transport Accounts be Written Off. Commissioner Skaggs seconded the motion. Motion carried unanimously.

Operating Instruction No. 463, CPR Instruction. Chief Romines requested Board approval of Operating Instruction No. 463, CPR Instruction, as presented.

Commissioner Pierson moved the approval of Operating Instruction No. 463, CPR Instruction, as presented. Commissioner Skaggs seconded the motion. Motion carried unanimously.

OTHER BUSINESS

None

GOOD OF THE ORDER/PUBLIC INPUT

None

EXECUTIVE SESSION

Chief Romines requested a 10-minute Executive Session under RCW 42.30.14, to adopt a position for collective bargaining, with no business to follow; 10 minutes under RCW 42.30.110(1)(f), to evaluate a complaint against a public employee, with no business to follow; 20 minutes under RCW 42.30.110(1)(g), to review the performance of a public employee, with possible business to follow.

Commissioner Gustafson announced a 10-minute Executive Session under RCW 42.30.14, to adopt a position for collective bargaining, with no business to follow; 10 minutes under RCW 42.30.110(1)(f), to evaluate a complaint against a public employee, with no business to follow; 20 minutes under RCW 42.30.110(1)(g), to review the performance of a public employee, with possible business to follow. Executive Session was announced as beginning at 7:40 p.m.

An announcement was made at 8:20 p.m. to extend the Executive Session another 30 minutes.

An announcement was made at 8:50 p.m. to extend the Executive Session another 20 minutes.

An announcement was made at 9:10 p.m. to extend the Executive Session another 15 minutes.

Commissioner Gustafson reconvened the Regular Board Meeting at 9:25 p.m.

Commissioner Skaggs moved to give staff direction to go forward with obtaining reimbursement for an HRA overpayment which was discovered during a periodic review of the employees' accounts, and report the matter to the State Auditor's office as resolved. Commissioner Pierson seconded the motion. Motion carried unanimously.

ADJOURNMENT

With no further business to come before the Board, the Regular Board Meeting of November 8, 2010, was adjourned at 9:35 p.m.

Gerald W. Gustafson, Commissioner

Kathy J. Hale, District Secretary