

MINUTES

GRAYS HARBOR FIRE DISTRICT 5 BOARD OF FIRE COMMISSIONERS REGULAR MONTHLY BUSINESS MEETING

July 15, 2020

The Grays Harbor Fire District 5 Board of Commissioners met at the Elma Fire Station, located at 112 N. 2nd Street, Elma, WA 98541, for the regular monthly business meeting at 7:00 p.m. on July 15, 2020.

1. **Call to Order:**

The meeting was called to order at 7:12 p.m. by Commissioner Crisp.

2. **Pledge of Allegiance:**

Pledge of Allegiance.

3. **Roll Call:**

In attendance were Commissioner Patton (via telephone), Commissioner Hauge, Commissioner Crisp, Chief Fulbright & Secretary Jody Coon

4. **Approval of the Agenda**

Commissioner Hauge made a motion to approve the agenda, Commissioner Patton second the agenda. All voted in favor, motion passed.

5. **Approval of Meetings:**

a. Approval of Minutes for June 15, 2020

Commissioner Hauge made a motion to approve the minutes from the June 15, 2020 regular meeting. Commissioner Patton seconded the motion. All voted in favor, motion passed.

b. Approval of Minutes for the Special Meeting July 7, 2020

Commissioner Hauge made a motion to approve the minutes from the July 7, 2020 regular meeting. Commissioner Patton second the motion. All voted in favor, motion passed.

6. **Financial:**

a. Approval of Expenses:

(1) 2nd Batch for June 2020 for \$14,821.85

Commissioner Hauge made a motion to approve batch two (2) from June 2020. Commissioner Patton abstained secondary to absent, Commissioner Crisp seconded the motion. All voted in favor, motion passed.

(2) 1st Batch of July 2020 for \$17,349.88

Commissioner Hauge made a motion to approve batch one (1) June 2020. Commissioner Patton abstained secondary to absent, Commissioner Crisp seconded the motion. All voted in favor, motion passed

b. Review of June Payroll:

No action taken

c. Approval of July Payroll:

Commissioner Hauge made a motion to approve July's payroll. Commissioner Patton second the motion. All voted in favor motion passed.

d. Review of Month End County Budget Reports.

Discussion of new Cashflow report from Bias Software. Commissioner Crisp requested a bi-monthly report of leaving time liabilities.

7. **Communications:**

No Communications

8. **Chief's Monthly Reports:**

a. Fire Chief's Monthly Report:

See attached copy of Chief's report. Chief briefly went through report and answered questions.

9. **Old Business:**

a. District Policy Review:

1. Legislative Policies

Commissioner Hauge made a motion to approve new Legislative Policies as corrected. Commissioner Patton second the motion. All voted in favor, motion passed.

b. AFG Grant 2018 reviewed: Awarded \$391,000

c. BIAS Software: Payroll and Cash Receipts (Invoicing and cash depositing) now functioning. Currently updating General Leger to show payroll history.

d. Zoll/Spillman Interface – Chief is looking into switching to Emergency Report Software at the end of the year. This switch would save the district +/- \$14,000 per year.

e. Navistar Update:

Medic 5-12 had the wire harness replaced for the 2nd time. Waiting for a repair quote for Medic 5-11.

f. Annexation- SEPA Environmental Check list is the next item to complete.

g. GH Fairgrounds Service fee:

Discussion over forgiving half the District fee for fire protection due to COVID-19 impacts to GH Fairgrounds revenue for 2020. Commissioner Hauge makes a motion to forgive first half of our fee, commissioner Patton strongly objects to the motion. Commissioner Patton requests motion to be tabled to allow time to research GH Fairgrounds actual cashflow for 2020. Commissioner Crisp seconds the motion. Two to One vote, Motion passed.

h. Commissioner Training discussion.

10. **New Business:**

a. Correction to Resolution 20-4, It should be 20-5.

11. **Commissioner Comment:**

a. Commissioner Hauge

Appreciates all the efforts of Chief and Jody for implementing new programs.

b. Commissioner Patton

Thank Adam for doing all he's doing with changing the culture and extra time being put in. He wants to thank everyone for doing everything they are doing. Commissioner adds that he feels very disappointed with the board for what he views as not doing it's due diligence regarding the fairground issue.

c. Commissioner Crisp

Thank you to everyone, Thank you to Adam and Jody for their work with Bias. Thank you to Brian for his IT work and keeping the public informed. Thank you to the frontline staff for stepping up during this trying time.

12. **Public Comment:**

None

13. **Executive Session:** No action

14. **Meeting of local Board of Volunteer Firefighters Council:** (No action)

15. **Adjournment:**

Commissioner Hauge made a motion to adjourn meeting at 8:14 Motion second by Commissioner Patton. All voted in favor. Motion passed meeting adjourned.

Approved this August 14, 2020.



Jim Crisp, Chairman

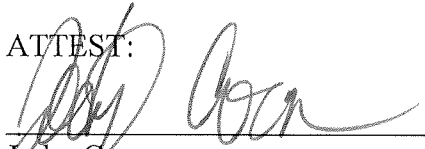
 8-14-20

Eric Patton, Commissioner



Dave Hauge, Commissioner

ATTEST:



Jody, Coon
District Secretary

July 15, 2020