# GRANT COUNTY FIRE DISTRICT #3
# Board of Commissioners
# October 12, 2022

The regular scheduled meeting of the Grant County Fire District #3 Commissioners was called to order by Chairman Zolman on October 12, 2022 – 9:30 a.m., at the District's Main Station.

Present: Commissioner Zolman, Commissioner Yeates, Commissioner Child, Chief Leibelt and District Secretary Stucky.
Board of Trustee: Absent
Staff: None
Liaison: None
Public: Lane Ribail and Leslie Thompson (Protection 1) Shawn Johnson-Mudgett (Complete Design)
Volunteer: Carmen Weber (support division)

## PRESENTATIONS/AUDIENCE

No presentation.

## APPROVAL OF CONSENT/ AGENDA

Presented to the Board was the consent agenda/agenda for the October 12, 2022, commissioner meeting. As the Board had no additional changes/correction, (consent agenda/agenda) it was **moved/seconded (CY/KC/all concurring) to approve the consent agenda/agenda. Motion carried.**

## MINUTES

With the Board having no comments/changes, etc. the minutes from the Regular Commissioner meeting of September 12, 2022, was approved. **(consent agenda)**

## BOARD OF TRUSTEES

The Board reviewed and approved the invoices submitted. Representative Rios will review the invoices later today. District Secretary Stucky will forward all the documents to BVFF after his approval.

## CORRESPONDENCE

None received.

## VOUCHER APPROVAL

Vouchers audited and certified by the Auditing Officer as required by RCW 42.24.080 and those expense reimbursement claims certified as required by RCW 42.24.090, have been recorded on a list which has been made available to the Board.

As no additional questions/comments/concerns, and as of this 12th day of October 2022, the Board by unanimous vote **(consent agenda)** to approve:

EMS: 221001001 – 2210011011- $22,316.01; FIRE: 221002001 - 221002036 - $54,214.23

| | | |
|---|---|---|
| Payroll: | 9/1 – 9/15 | Pd 9/25/2022 |
| | 9/16 – 10/1 | Pd 10/10/2022 |

Also, reviewed and approved with the vouchers. **(consent agenda)**

## STAFF REPORTS

### Assistant Chief/Facilities

Report stands as submitted. **(consent agenda)**

### Medical Service Officer

Report stands as submitted. **(consent agenda)**

### Maintenance/Training

Report stands as submitted. **(consent agenda)**

### Dept. Secretary

Report stands as submitted. **(consent agenda)**

### Liaison

No report.

# *AGENDA ITEMS*

## FINANCIAL REPORT

The September checks were verified against the cover sheet submitted; vendor names/amounts were verified by Department Secretary Yelena Volkov.

District Secretary Stucky received the August financial statements; all have been reviewed and reported that all funds are in balance.

## CITY REPORT

Report stands as submitted.

## FIRE CHIEF REPORT

Report stands as submitted.

### Personnel

Presented to the Board:

Tyler Chase – Volunteer, Jonathan Morrison St. 32 – Resident, Carol Leibelt – Support, Clorissa Orchard – Support, Kelton Orchard – Volunteer St. 31, Dave Talley – Volunteer St. 31.

The Board **moved/seconded (CY/KC/all concurring)** to accept the forementioned pending background/verification. **Motion Carried.**

## UNFINISHED BUSINESS

### Station #37

Chief Leibelt informed the Board that the bid opening for the St#37 building project will be opened on November 7, 2022, at 2:05 p.m. according to Shawn Johnson-Mudgett. Ms. Johnson-Mudgett also informed the Board that two other permits are required and that she will complete the follow up with the County Planning Department on the necessary paperwork and requirements.

### Lorin Grigg Property – Update

Chief Leibelt informed the Board that all documents have been submitted to the planning department.

### Staff

Chief Leibelt informed the Board that firefighter Keven Durand started his employment with the district on September 19, 2022.

Applications for the Deputy Chief continue through today.

## NEW BUSINESS

2023 Preliminary Budget Proposal

District Secretary Stucky presented the 2023 preliminary budget to the Board. The Board discussed the revenue and expenses as presented.

As the estimated increase revenues for Fire ($24,889.13) and EMS ($12,440.53) do not support the estimated necessary increase expenditures, the Board directed Chief Leibelt and District Secretary Stucky to review the proposed budget for possible reduction to expenditures. The Board recognizes the potential need to cover the projected expenses as budgeted, with reduction to the fund ending balances.

The Board directed District Secretary Stucky to schedule the public hearing for the 2023 Budget for November 9, 2022, at 9:30 a.m., prior to the commissioner meeting.

## EXECUTIVE SESSION

Chairman Zolman requested an executive session pursuant to RCW 42.30.140 (A) relating to collective bargaining issues and negotiations. The executive sessions will be for 45 minutes until 10:45 a.m. Those in attendance for session will be: Chairman Zolman, Commissioner Yeates, Commissioner Child, Chief Leibelt, District Secretary Stucky. (Carmen Weber was unable to attend due to video issues)

Chairman Zolman reconvened the meeting at 10:45 a.m.

Having no further business, it was **moved/seconded (CY/KC/ all concurring) to adjourn** the meeting at 10:46 a.m. **Motion carried.**

By Chairman: _____

By: Secretary: _____

Next regular scheduled meeting will be conducted at the Main Station:

**REGULAR COMMISSIONER MEETING**
**November 9, 2022**
**TIME: 9:30 AM**