GRANT COUNTY FIRE DISTRICT #3

1201 CENTRAL AVENUE S • P.O. BOX 565 • QUINCY, WA 98848
P: (509)787-2713 | WWW.GCFD3.NET
COMMISSIONERS: KEVEN CHILD, CARL YEATES, RANDY ZOLMAN
DISTRICT SECRETARY: APRIL STUCKY

Regular Commissioner Meeting

Wednesday
February 18, 2026
9:30 AM

CALL TO ORDER and PLEDGE OF ALLEGIANCE

The Grant County Fire District #3 Commissioners met on February 18, 2026, at 9:30 a.m. at the Main Station. Commissioner Zolman called the meeting to order and led the Pledge of Allegiance. Attendees include Commissioners Child, Yeates, Zolman, Chief Durfee, District Secretary Stucky, FF Massey, Resident J. Barrett, Part-Time Chief's Asst. Weber. Public: Council Member Jim Kling representing the City of Quincy, Leslie Siebert and Brad Stine representing Columbia EMS.

PRESENTATIONS/AUDIENCE

No presentations or audience comments.

APPROVAL OF AGENDA/CONSENT AGENDA ITEMS

The agenda and consent agenda items for the commissioner meeting on February 18, 2026, were presented to the Board. With no additional discussions, changes, or corrections from the Board, a motion was made and seconded (KC/CY, unanimously approved) to approve both the agenda and consent agenda. The motion carried to approve both the agenda and the consent agenda.

AGENDA ITEMS

CHIEF'S REPORT:

Chief's Monthly Overview: Chief Durfee shared the following update:

- General Overview: Staff are preparing for the Volunteer Banquet and the start of wildland season.
- Community Engagement and Representations: Chief Durfee expressed gratitude to Commissioner Yeates for participating in Legislative Day in Olympia. Grant County delivered an outstanding presentation.
- Administrative: Chief Durfee presented a request from the Officer group to the Board, suggesting that the Commissioners' meetings be held in the evenings.

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- Training: January was an incredibly busy month for training; we celebrated the graduation of the Fire Academy and saw all seven EMT students pass their NREMT on their first attempt.
- Apparatus update: DNR Type 5 Engine has officially arrived and is now station at the District.

City of Quincy Report:

Chief Durfee shared updates on key topics listed in his report. See the attached report.

Personnel: Chief Durfee shared the following update:

Staff: Chief Durfee announced that Local President Massey is currently developing a Memorandum of Understanding (MOU) for the recruitment of a paramedic. Additionally, Chief Durfee, Assistant Chief Horst, and Assistant Chief Hufman have initiated preliminary discussions concerning active officers.

New Volunteers presented to the Board:

- Dehlila Diaz Olivares: Resident

Chief Durfee presented a list of new volunteers to the Board. With no additional discussions, changes, or corrections from the Board, a motion was made and seconded (KC/CY, unanimously approved), to accept the volunteer applicants pending physical and standard background checks. The motion carried to accept the volunteer and/or resident applicants pending physical and standard background check.

DISTRICT SECRETARY/HR/FINANCIAL REPORTS:

Voucher/Payroll Approval:

Vouchers have been audited and certified by the Auditing Officer as mandated by RCW 42.24.080, along with expense reimbursement claims certified in accordance with RCW 42.24.090. These have been documented on a list that is accessible to the Board.

Vouchers:

- EMS: 260201 - 001 – 014: $ 56,491.68
- FIRE: 260202 - 001 – 045: $ 36,365.28

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Payroll Dates:

- January 23, 2026
- February 6, 2026

District Secretary Stucky presented the vouchers and payroll to the Board. With no additional discussions, changes, or corrections from the Board, a motion was made and seconded (CY/KC unanimously approved), to approve the presented vouchers and payroll. The motion was carried to approve the presented vouchers and payroll.

The monthly checks were cross-checked with the submitted cover sheet, and vendor names/amounts were confirmed by Department Secretary Yelena Volkov.

Financial Statement Report: (Dec.)

District Secretary Stucky received and reviewed the financial statements for Dec. The review confirmed that all accounts and funds are balanced, with no discrepancies identified. All submitted documentation met the required reporting standards and was provided on time. The reconciliation process verified the accuracy and integrity of the district's financial records, with no errors, omissions, or irregularities noted.

The district's financial position for Dec. is accurate and stable, and no further action is required regarding the financial statements for this period.

2024 FY Financial Audit:

District Secretary Stucky informed the Board that the 2024 FY Financial Audit has been completed and the published report is attached.

UNFINISHED BUSINESS:

Strategic Plan:

Chief Durfee informed the Board that Phase 2 of the Strategic Plan which consisted of environmental scans, including both internal and external surveys, has been completed. Staff will be starting Phase 3, which consists of identification of critical issues facing the District.

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EMS Plan:

Chief Durfee updated the Board that we are currently in negotiations with Columbia EMS, as suggested in the EMS report. We have requested to be included on the agenda for the Grant County EMS Council meeting scheduled for February 24, 2026, where we will present our EMS plan.

Apparatus:

Chief Durfee updated the Board on the current apparatus projects. Further discussion will be held during new business

NEW BUSINESS:

Resolution 26-02-01: Policy and Procedure changes:

District Secretary Stucky introduced Resolution 26-01-01, regarding changes to the Policy and Procedure manual; please refer to the meeting packet for details. With no additional questions, comments, or discussions from the Board, a motion was made and seconded (CY/KC, unanimously approved), to adopt Resolution 26-02-01. The motion carried, and the changes to the Policy and Procedure manual were officially adopted.

Resolution 26-02-02: Lease Agreement with PNC:

Chief Durfee introduced Resolution 26-02-02, regarding the Lease Agreement with PNC; refer to the meeting packet for details. With no additional questions, comments, or discussions from the Board, a motion was made and seconded (KC/CY, unanimously approved), to adopt Resolution 26-02-02. The motion carried, the resolution is officially adopted. The Board authorized Chief Durfee to sign all necessary documents for the Lease Agreement.

Sunland Contract:

Chief Durfee introduced an updated contract from Sunland Estates (St. 36 Building), which includes a request for an increase in water and electricity charges. The Board took the time to review the contract. With no additional questions, comments, or discussions from the Board, a motion was made and seconded (KC/CY, unanimously approved), to sign the contract. The motion carried, the Sunland Estate contract has been officially adopted. The Board authorized Chief Durfee to sign the contract.

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Washington Department of Fish and Wildlife:

Chief Durfee presented a revised contract from the Washington Department of Fish and Wildlife. This update is necessary because the Department has purchased additional land. As a result, we anticipate an increase in our revenue for providing fire protection services for their property.

The Board reviewed the draft contract. With no additional questions, comments, or discussions from the Board, a motion was made and seconded (KC/CY, unanimously approved), to execute the contract once the final signed contract is received from WDFW. The motion carried, the WDFD contract has been officially adopted. The Board authorized Chief Durfee to sign the contract.

Employment Contracts:

Chief Durfee submitted the employment contracts for both the Administrative Assistant and the Mechanic for the Board's review.

EXECUTIVE SESSION:

Purpose: Assess applicant qualifications or review employee performance in accordance with RCW 42.30.110(1)(G). Chairman Zolman possible action to follow.
Time: 10:00 start time for 30 minutes (ending at 10:00 a.m.).
Participants: Chairman Zolman, Commissioners Yeates, Commissioner Child, Chief Durfee and Dist. Secretary Stucky.

Chairman Zolman called the meeting to order, resuming in open session at 10:30a.m.

Chief Durfee requested that Yelena Volkov be promoted to the position of Administrative Assistant, noting her contributions and the District's administrative needs. The Board discussed the requested promotion, including the responsibilities of the position and the transition, a motion was made and seconded (KC/CY, unanimously approved), to extend position of Administrative Assistant to Yelena Volkov, with salary and benefits to follow the employment contract.

The Board discussed employment contracts for the Administrative Assistant and Mechanic positions. The Board recognized the need for formal employment. A motion was made and seconded (KC/CY, unanimously approved), to extend the employment contracts to the Administrative Assistant and Mechanic.

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The Board discussed the impact of the recently approved policies and procedures on the non-bargaining contracts. A motion was made and seconded (KC/CY, unanimously approved), to apply the changes from the policy and procedures to all existing contracts as appropriate.

ADJOURNMENT

The next Regular Commissioner meeting is scheduled for:

- Date: March 18, 2026
- Time: 9:30 a.m.
- Location: Main Station, 1201 Central Ave. S, Quincy, WA 98848

With no additional business to discuss, a motion was made and seconded (KC/CY, unanimously approved), to adjourn the meeting. Motion carried to adjourn the meeting at 11:00 a.m.

By Chairman: _____

By Secretary: _____