

Pend Oreille County Fire Protection District No. 2
Minutes of the Regular Meeting of the
Board of Commissioners on April 13, 2009

Meeting called to order by Chair Rick Stone at 10:00 at the Administrative Office. Present were: Commissioners Durand, Norton and Stone, Chief Pollock, Deputy Chief Doughty and Administrative Assistant Rumelhart.

Approval of Agenda:

- **Commissioner Stone moved to approve the agenda as sent with the addition of SCBA bid opening under new business. Commissioner Durand seconded the motion. The motion passed 3-0.**

Guests or Public Appearances:

- None.

Approval of Minutes:

- **Commissioner Durand moved that the March 9, 2009 Regular Meeting Minutes and the April 7, 2009 Special Meeting Minutes be approved as sent, and the March 23, 2009 Regular Commissioner Meeting be approved as corrected. Commissioner Norton seconded the motion. The motion passed 3-0.**

Payment of Bills:

- The outstanding bills were reviewed and discussed. **Commissioner Norton moved that the following vouchers be approved for payment:**
 - General Fund (646-002-010)
 - Voucher numbers: GF09-070 through GF09-077, totaling \$1,594.29.
 - Rescue Fund (646-002-020)
 - Voucher numbers: RF09-089 through RF09-114 totaling \$6,163.10.
 - Payroll warrant numbers 90628 through 90630 totaling \$1,089.66 and numbers 90567 through 90572 totaling \$7,995.38.

Commissioner Durand seconded the motion. The motion passed 3-0.

Correspondence:

- None.

Reports:

- Administrative Assistant
 - Current balances were given.
- Commissioner Stone (given by Commissioner Norton)
 - Reader board – It looks like a reader board will cost about \$700. There is a small possibility of getting a used reader board donated.
 - Fuel Storage Tanks - Discussed regulating fuel storage tanks within the Fire District, especially in regards to the closed Airport Grocery. Deputy Chief Doughty will talk with Spokane County 9 to find out their procedure. Commissioner Stone will call the Realtor selling the Airport Grocery to make sure that the fuel tank problem will be disclosed to any potential buyers. Chief Pollock will contact the County Prosecuting Attorney for his advice.
- Commissioner Durand
 - Defensible Space Landscaping – Still looking for grants. Will start planting some donated seed in some of the areas around Station 23.
 - Policy Manual - The manual is not ready for review. Commissioner Stone will review the progress so far.
- Commissioner Norton
 - Would like to be more proactive in planning and establishing the budget and let the Chief implement the budget.
 - Discussed meeting once a month to do long range planning for District. A general list of ideas was briefly discussed.
- Chief Report

- Need to adopt a purchasing policy that follows the WAC and the RCW. Also need to look at setting up a small works roster.
- Deputy Chief Doughty will be meeting with FEMA about the snow emergency funds.
- Chief Pollock and Commissioner Stone met with Seattle City Light about updating the agreement.
- Two requests to use station 23 have been received. The Border Patrol would like to use the bays for training and the Weather Service would like to use it for a weather spotter class. **Commissioner Norton moved to waive the fees for facility use by the Border Patrol & weather service. Commissioner Durand seconded the motion. The motion passed 3-0.**
- New radios being considered for purchase were demonstrated.
- The border patrol will be putting the new Fire District frequencies into their radios.
- Attended local emergency management meeting.
- Deputy Chief of Operations Doughty
 - Nothing to report.

Old Business:

- Forest Service Agreement – Commissioner Stone will contact the Forest Service for update.
- New Member Packets Status – No progress, tabled indefinitely.
- Fire Programs Software – Want to put laptops and software on ambulances, but will not be working on it for a month or so.

New Business:

- SCBA bid opening – Four bids were received.
 1. Municipal Equipment Service bid \$88,995.96 including tax for Scott brand.
 2. LN Curtis & Sons bid - \$89,697.09 including tax for Sperian brand.
 3. General Fire bid - \$88,503.43 including tax for MSA brand.
 4. Black Diamondback Fire & Rescue bid - \$94,498.19 including tax for Drager brand.
 Deputy Chief discussed the selection process that will be used. The bids will be reviewed with the selection committee and Chief Pollock will bring a recommendation to a special meeting. After a short discussion Commissioner Stone called a special meeting for Friday April 17th at 9:00 AM to award bids.

The meeting was adjourned at 11:50. A special meeting will be held on Friday April 17th at 9:00 AM to award the SCBA bid. The next regular meeting will be at 10:00 AM on Monday April 27th at the Administrative Office at Station 23.

/s/ John Rumelhart, Clerk of the Board