

# ***Fire District 3***

***“more than fire...”***

## **BOARD OF FIRE COMMISSIONERS**

### **Minutes**

Monday December 14, 2020

The meeting was called to order by Commissioner Scott Anders via GoToMeeting at 6 pm. Meeting instructions were on [www.fire3.org](http://www.fire3.org). Commissioner Jon Couture, Commissioner Rick Steele, Fire Chief Scott Sorenson and Assistant Chief Barbara, William Drlik, Jacob Grindy, Dawson Shoup, and many family and staff were present (remotely).

***Oath of Service*** – Commissioner Anders administered the oath to William Drlik, Jacob Grindy, and Dawson Shoup.

### ***Minutes***

- The minutes of November 23, 2020 for approval.
- Commissioner Steele made a motion to approve the November 23, 2020 minutes as written, Commissioner Couture seconded the motion, the motion passed 3-0.

### ***Correspondence***

- November Run Report – Chief Sorenson requested to review the report at the December 28, 2020 meeting.
- Elections – Chief Sorenson reported Clark County Elections has distributed the 2021 Election Guide, Validation Requirements and Election Calendar.

### ***Financial Report***

- Investments in Fund 6204 \$ 3,867,662.87
- Cash in Fund 6204 \$ (237,587.92)
- Transmittal \$ 28,221.46
- Payroll \$ 237,864.02
- Bond Fund 6225 \$ 25,056.62
- Commissioner Steele made a motion to approve the report, transmittals and payroll, Commissioner Couture second, the motion passed 3-0.

### ***Old Business***

- Audit – Chief Sorenson and Administrative Officer Eisenbeis reported on the audit progress.
- Public Affairs – Chief Sorenson reported on the December 7<sup>th</sup> meeting, 2021 work plan, and 2020 progress.
- COVID19 Pandemic – Chief Sorenson reported that vaccines will be starting for our personnel soon.
- Stations – Chief Sorenson reported that we are waiting on the proposal from Karl Johannsson on design needs for property considerations in Battle Ground. Additionally, current facility repairs and maintenance at various locations to include roof and floor at Station 35, and water pressure issues at Station 31.
- Administrative Salary Scale – Chief Sorenson asked for approval of the Longevity benefit for the Administrative Officer and Administrative Assistant. Each Board member stated that they are ready to approve to the longevity benefit for all positions in the Administrative Salary Scale including Fire Chief, Assistant Chief Administrative Officer and Administrative

Assistant. Commissioner Steel made to approve the longevity benefit be added to the Administrative Salary Scale effective December 1, 2020 for Fire Chief, Assistant Chief, Administrative Officer, and Administrative Assistant, Commissioner Couture seconded the motion, the motion passed 3-0.

- Impact Fees – Chief Sorenson reported no word from the County after phone and email messages but did learn that it has been discussed and should be hearing soon.

### ***New Business***

- Assistance to Firefighters Grant – Chief Sorenson reported that we received a letter informing us that our Fire Engine Grant Request has not been awarded. Discussion included the next round and what type of grant we should apply for.
- Enduris Coverage – Chief Sorenson reported on changes in the policy concerning pandemic coverage. Chief Sorenson will share the information including a video with the Board.
- Personnel – Chief Sorenson request the Board approve the 2021 Captain Eligibility List. Commissioner Steele made a motion to approve the list, Commissioner Couture seconded the motion, the motion passed 3-0.

***Questions and Comments from the Audience*** – none

### ***Executive Session***

#### ***Meeting Schedule***

- |  |            |   |
|--|------------|---|
| • <a href="#">Monday December 21, 2020</a> | 19:00 hrs. | <a href="#">BG City Council Meeting</a> |
| • Monday December 28, 2020                 | 1800 hrs.  | Board Meeting                           |
| • <a href="#">Monday January 4, 2021</a>   | 19:00 hrs. | <a href="#">BG City Council Meeting</a> |
| • Monday January 11, 2021                  | 1800 hrs.  | Board Meeting                           |

***Adjournment 18:42***