



SOUTH BAY FIRE DEPARTMENT

THURSTON COUNTY FIRE PROTECTION

DISTRICT 8

3506 SHINCKE RD. NE OLYMPIA, WA 98506
TELEPHONE: 360-491-5320 • FAX: 360-438-0523

MINUTES of the regular meeting held December 2, 2010. Board members present were Commissioners Small, Parsons and Getchman. Chief VanCamp, Assistant Chiefs Kessel, McBride and LeMay and Secretary Prince were also present. The meeting was called to order at 8:30 am.

Public and Volunteer Comments:

Minutes of Previous Meeting:

Secretary Prince presented the minutes of previous meetings dated November 18, 2010. Commissioner Getchman moved to approve the minutes as presented; Commissioner Parsons seconded the motion. The minutes were unanimously approved.

Approval of Warrants:

Warrants as audited and certified by the auditing officer, as required by RCW 45.24.080 and those expenses reimbursement claims certified as required by RCW 425.24.090, have been recorded on a listing which has been made available to the Board with the last month's meeting minutes. As of December 2, 2010, after extensive review and discussion regarding the expenses, Commissioner Parsons moved to approve the warrants as provided. Commissioner Small seconded the motion. The Board unanimously approved payment of those warrants included in that list and further described as follows:

General Fund (6680)

Warrants 7257 through 7270 totaling \$7,721.35

Payroll Fund (6680)

Warrants 7255 through 7256 & DD1349 -DD1351 totaling \$4,165.99

The reimbursement to Walker Armstrong for a subpoenaed court appearance was discussed. Proper documentation must be attached in order to make payment.

New Business:

- Gordon MacIlvenie from MacIlvenie Associates gave a presentation on increased VFIS insurance rates for 2011. Rates have increased \$800 for 2011 based on prior claims. There were no recommended changes to the policy. Mr. MacIlvenie discussed group life, disability benefits, and 24-hour D & D benefits. VFIS will host a driver's safety training program for members in 2011. A comparison of insurance companies will take place prior to 2012. Mr. MacIlvenie offered a generic template for use in the process.

Chief's Reports & Updates

- Chief VanCamp presented the November Monthly report. He reviewed the Action Items list. A lengthy discussion ensued regarding the line-item review of the 2011 budget. Budget items will be reviewed at length at the December 16th and January 21st Board meetings. A requests for specific budget related documents were requested for these meetings including spread sheets from 2008 – 2010 and proposed budget cuts for 2011. Chief VanCamp also briefed the Board on the recent Tort Claim status. He met with attorneys and the Chief from FD7 on January 29th. It appears that the claimant will not pursue litigation at this time.
- Assistant Chief Kessel gave a presentation on water use for Station 8-1 and the property located next to Station 8-1. He presented records of monthly water use that showed a significant decrease in water use for Station 8-1 due to water saving efforts. Additionally, water use next door is well under the 200 gallons per day limit. A discussion followed regarding whether or not to bill the owners of the property for water use. After a lengthy discussion that included recognition of driveway access for Station 8-1, it was determined that due to the low water use, we will not charge for water unless it exceeds 200 gallons per day. Documentation of said decision will be prepared by management and communicated with the owners of the property.
- Assistant Chief Kessel gave a presentation on the status of permits and costs related to the new north end fire station. He gave a handout that listed all the fees/permits necessary for the building process. Concern for the Special Use fee and Drainage plan fee were discussed at length. Following the discussion, Commissioner Small made a motion to pay the drainage scope fee (\$125) and once approved, to proceed and pay the Special Use fee. Commissioner Getchman seconded the motion. The Board unanimously approved said motion.

Unfinished Business:

- Chief VanCamp gave a presentation of minor changes to the draft Objectives for the adopted Strategic Goals. Revisions to Goal 2 and subsequent Objectives were discussed and approved. A draft of preliminary Tasks was shared. The completed Business Plan will be reviewed for approval at a future meeting.

New Business:

A joint meeting with FD7 was discussed at length. The meeting has been scheduled for Tuesday, December 7th at 6:00 and will be held at Station 7-1. The one agenda item to be discussed will be collaboration efforts. Ratification of the inter-governmental agreement will take place on December 14th.

Announcements:

Secretary Prince announced the Legislative Day to be held on February 2, 2011.

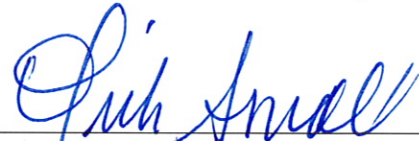
Executive Session *None*

Commissioner Comments:

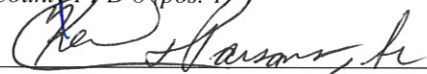
The Board announced that the next regular meeting will be held on Thursday, December 16, 2010, beginning at 6:00 pm and will be held at Station 8-1; Olympia There being no further business the motion was made and seconded to adjourn. The motion was passed and the meeting adjourned at 11:35 am.



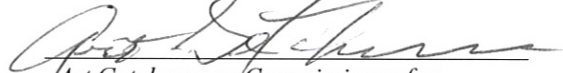
Heidi Prince as District Secretary for
Thurston County FPD 8



Richard Small as Chair for Thurston
County FPD 8 (pos. 1)



Ken F. Parsons, Sr., as Commissioner for
Thurston County FPD 8 (pos. 2)



Art Getchman as Commissioner for
Thurston County FPD 8 (pos. 31)