

**GRAHAM FIRE & RESCUE
BOARD OF FIRE COMMISSIONERS
REGULAR BOARD MEETING
September 10, 2007**

CALL TO ORDER

Commissioner Pierson called the meeting to order at 7:00 p.m.

Attendance:

Present: Commissioner Verne M. Pierson, Commissioner Gerald W. Gustafson, Commissioner Robert E. Skaggs, Fire Chief Reggie Romines, Deputy Chief Gary Franz, Assistant Chief Ryan Baskett, District Secretary Kathy Hale and Public Prevention Education Officer Myra Merdian-Drake.

Commissioner Pierson led the Pledge of Allegiance and welcomed the audience.

APPROVAL OF THE MINUTES:

The minutes of the Regular Board Meeting of August 27, 2007, were approved as presented.

CORRESPONDENCE:

- Thank you letter from a citizen.
- Thank you letter from Heritage Farms for our help at their Handicap Rodeo.
- Invitation from Tacoma Pierce County Chaplaincy to their Annual Banquet, October 18, 2007.
- Notice from Pierce County Election Office that they will be using our facility, Station No. 21-4, for the November 6, 2007 Election.
- Registration form from Snure Seminar for the upcoming presentation on Wednesday, October 24, 2007.
- Certification of Election indicating results of the Primary Election. Chief Romines commented the EMS Levy passed with nearly 72% of our citizens voting yes.

FINANCIALS:

Vouchers #09001 through #09080 in the amount of \$85,871.52 were presented for approval. **Commissioner Skaggs moved to accept the payables in the amount of \$85,871.52 after proper auditing. Commissioner Gustafson seconded the motion. Motion carried unanimously.**

GENERAL ADMINISTRATION:

Chief's Report

Chief Romines presented the Board with a letter of resignation from Volunteer Fire Fighter Gabriel Alt. The Board accepted the resignation.

Chief Romines asked to take vacation from September 20, 2007, through September 23, 2007. The Board gave their approval.

Station No. 21-0. Assistant Chief Baskett reported that the County determined they needed an abbreviated site/development plan for the remediation project. The plan was turned in on Friday and we should be receiving the permit in the next few days. He also reported that equipment has been moved on-site, the silt fence is going up and test holes will be dug tomorrow. As soon as the permit is in-hand, the excavation work will begin.

Fire Comm. Chief Romines announced that the annual Fire Comm meeting is scheduled for this Thursday – Commissioner Gustafson and DS Hale will be attending. He also presented the Board with a Draft Interlocal for governance of Fire Comm. He explained that the Board of Fire Commissioners of Lakewood Fire had made a few changes due to their concerns that they were still ultimately responsible for the overall running of Fire Comm. First, that none of the policies or regulations in the Interlocal conflicted with the policies or regulations of Lakewood Fire, and second, that the Board would still have final authority over Fire Comm.

Chief Romines asked the Board to review the Draft Interlocal and bring any questions they might have to him before the next meeting.

PPEO Report

Public Prevention Education Officer Myra Merdian-Drake presented her monthly report to the Board. She announced that there were 82 kids plus parents and leaders that attended the annual Scout Night last Friday – all had a wonderful time! Thank You to Commissioners Pierson and Gustafson for all their help.

NEW BUSINESS

Resolution No. 681, Declaring Certain Items, Computer Equipment, Surplus to the District, was read into the record by District Secretary Hale.

Commissioner Skaggs moved to approve Resolution No. 681, Declaring Certain Items, Computer Equipment, Surplus to the District, as presented. Commissioner Gustafson seconded the motion. Motion carried unanimously.

OTHER BUSINESS

Chief Romines announced that the State Auditor will start here on Monday, September 17, 2007. Each Commissioner should be receiving a letter outlining the process.

Chief Romines presented a 2008 contract from our transport billing agent, Systems Design, along with a memo from DS Hale recommending approval. He explained that there is a slight increase in the per-item cost, but that it is still much more economical to contract with Systems Design than try to do the billing in-house.

Commissioner Skaggs moved to approve the 2008 contract with Systems Design and authorize Chief Romines to sign on behalf of the Board. Commissioner Gustafson seconded the motion. Motion carried unanimously.

Chief Romines inquired about contracting with Olivia Werner to work on special projects for the District - preparation for the upcoming audit and also records retention. The Board gave their approval.

EXECUTIVE SESSION

None

ADJOURNMENT

With no further business, the meeting was adjourned at 7:30 p.m.

Verne M. Pierson, Commissioner

Kathy J. Hale, District Secretary