

**WEST BENTON REGIONAL FIRE AUTHORITY
REGULAR GOVERNANCE BOARD MEETING
TUESDAY FEBRUARY 21st, 2017
18:00 HOURS
WBRFA HEADQUARTERS STATION 310**

CALL TO ORDER AND FLAG SALUTE

Chairman Boyle called the West Benton Regional Fire Authority Meeting to order at 6:00 p.m. and led the Board in a flag salute.

ROLL CALL

Chief Merritt conducted a roll call for attendees. Chairman Jay Boyle and Board Members Randy Fox, Richard Clizbe and David Moon were present. Board Member Max Benitz was not present due to sickness. Captains Seth Johnson and Todd Dormaier were present. Firefighter Scott Friend and former commissioner Tim Stewart were present. Robert Merritt from mHc was present. Cory Heron was present to take minutes.

APPROVAL OF AGENDA

The Board reviewed the agenda. Chairman Boyle indicated an exception to the agenda being the 2017 Chairman Goals would not take place under Follow-Up items. Board Member Fox made a motion to accept the agenda with the exception presented. Board Member Clizbe seconded, there were none opposed and the motion carried.

PUBLIC COMMENTS

Robert Merritt apologized for an email.

APPROVAL OF MEETING MINUTES

The Board reviewed the previous meeting minutes. Chairman Boyle would like an email he sent out to fellow Board Members included with the record of the minutes. Board Member Clizbe made a motion to approve the meeting minutes from February 7th, 2017 with the email attached. This motion to approve the previous meeting minutes with attachment was seconded by Board Member Moon. There were none opposed and the motion carried.

WBRFA BOARD FOR VOLUNTEER FIREFIGHTERS MEETING

There were no items to discuss at the WBRFA BVFF Trustee meeting.

REPORTS

Board Member Fox reported that the Snure Seminars were very interesting and informative, and brought handouts to share. It was also mentioned that if the legislature changes affecting school funding are implemented it might also affect funding for WBRFA.

Chairman Boyle appreciates the work of the Board getting information back for the consulting contract. There was discussion as to whether or not a workshop should be held in order to better focus on the extensive material involved with addressing this issue. It was decided that the Board would like the opportunity to consider the contractual information along with a sample MOU as soon as possible for review, and to have this item on the agenda for the next meeting. A decision on whether or not a workshop would be beneficial could be made at the next meeting with a full board in attendance.

Chief Merritt reported on allocations that were made previously for updates that include the upstairs room build-out, an emergency generator and hydraulic rescue tools. Captains Johnson and Dormaier reported on efforts to upgrade and improve the previously identified items. While cleaning out a storage area, it was discovered that approximately \$6000 could be recovered through the sale of 10+ year-old turnout gear that could help offset the improvement costs.

FINANCIAL BUSINESS

The Board reviewed and discussed the WBRFA vouchers. A motion to approve Vouchers 2017-095 through 2017-126 in the amount of \$45,167.72 was made by Board Member Clizbe and seconded by Board Member Fox. There were none opposed and the motion carried.

FOLLOW-UP ITEMS

Robert Merritt from mHc Consulting was not able to secure a meeting with the City Administrator this week to discuss the Fire Prevention Services ILA with the City. There are approximately 40 days left on the temporary agreement.

DISCUSSION ITEMS

The Board was not able to fully consider the draft policy on WBRFA Finances as the bid law portion from Brian Snure had not been completed. This information is expected for the next meeting.

ACTION ITEMS

The Board reviewed WBRFA Resolution 2017-07 concerning the Volunteer Stipend. Board Member Clizbe made a motion to approve the resolution 2017-07 as presented. Board Member Fox seconded, there were none opposed and the motion carried.

The Board reviewed the WBRFA Updated Public Records policy. Board Member Fox made a motion to approve this policy as presented. Board Member Clizbe seconded, there were none opposed and the motion carried.

The Board reviewed the WBRFA Updated Disposal of Public Property Policy. Board Member Fox made a motion to approve the updated policy on disposal of public property as presented. Board Member Moon seconded, there were none opposed and the motion carried.

GOVERNING BOARD COMMENTS

Chairman Boyle distributed handouts providing visual encouragement to leave the past behind and focus on moving forward to accomplish new things with this new regional group.

NEXT SCHEDULED MEETING AND ADJOURNMENT

The next scheduled meeting for the West Benton Regional Fire Authority Governance Board will be Tuesday March 7th, 2017 at 6:00 p.m.

The West Benton Regional Fire Authority Governance Board Meeting was adjourned at 6:39 p.m.

JAY BOYLE, CHAIRMAN

DOUGLAS N. MERRITT, ADMINISTRATOR