



# North Mason Fire

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## NORTH MASON REGIONAL FIRE AUTHORITY Regular Meeting Minutes: 12/10/2024

**Present:** Commissioners Paul Severson, John Inch, Kelley McIntosh, Dan Kewish, and Bob Miller. Chief Bakken and Assistant Chief Cooper.

**Absent:** Executive Admin Katie Musgrave

**Guests:** Capt. Ryan Cloud via Zoom

Meeting minutes from November 2024 meetings presented and reviewed. **Commissioner McIntosh moved to approve meeting minutes from 11/12/2024; Commissioner Kewish seconded motion. Motion carried.**

**Commissioner Kewish moved to approve meeting minutes from 11/19/2024; Commissioner Miller seconded motion. Motion carried.**

### FINANCIALS

Financial vouchers were presented and reviewed. Discussion on costs with regards to maintenance contract, District Newsletter, insurance reimbursement, and grant reimbursements for PPE and smoke detectors.

**Commissioner Miller moved to approve Voucher Numbers 241201001 to 241201113 in the amount of \$500,773.69. Commissioner Inch seconded the motion. Motion carried.**

### FINANCIAL REPORT

The financial report was presented and reviewed by the board. Timber tax and GEMT monies exceeded anticipated amounts. The Fire Authority tends to maintain a conservative estimate of anticipated amounts since this is always an unknown for each year.

Carry-over is expected to be more than \$200,000, possibly up to \$350,000. Most will be earmarked for contingency accounts. The annual bond payment was made in November. Interest rates are still high enough to generate noticeable amounts for the state investment pool.

### ADMINISTRATIVE REPORT

**December Santa Run** – A full schedule for December and well received by the community.

**South County MIHP** – There is an open position for the MIHP program. The plan is to have the plan start in February 2025. Mason General has allocated \$150,000. Based on billings, it's possible this could be a stand-alone program.

**Tahuya Community Outreach Coordinator** – Carl Bryant was hired after a final interview with Chief Bakken. His start date is scheduled for January 2025.

**Firefighter/EMT Testing** – Testing is scheduled to begin. Two (2) current employees will be taking family leave and will have an impact on staffing levels. There needs to be contingency planning.

**Work Ex Program** - There is a new plan for members of the military who are in transition from military to civilian life. The plan is an “internship” that helps place military veterans with law and fire agencies during transition and covers the costs of staffing.

**WCIF & VFIS Insurance Renewal** - WCIF health care insurance premiums will see a 6-7% increase. There is also going to be a slight increase with VFIS.

**AFG Grant Submission and Purchasing** – The AFG grant was submitted for turnout gear (PPE). The Fire Authority partnered up with MCFD 6 and West Mason Fire.

**Board Elections (January)** - The Mason Co Fire Chiefs Association board positions: President: Beau Bakken; Vice President: Clint Volk; Secretary: Mike Sexton; Treasurer: Greg Rudolph.

## **NEW BUSINESS**

**December 17<sup>th</sup> Board Meeting Cancellation Request** – Proposed request to cancel the second fire commissioner meeting on 12/17/2024. **Commissioner McIntosh moved to cancel the meeting on 12/17/2024; Commissioner Kewish seconded the motion. Motion carried.**

## **OLD BUSINESS**

**Solar Panel Grant** - The solar grant was originally awarded to JH Kelly. However, there is now an issue with the bid amount due to an oversight by JH Kelly on voltage calculations. This changes the bid amount resulting in an increase of approximately \$100,000. This is still less than the other bid that met the scope and criteria of the project. It was not intentional

oversight. The correct voltage was in the grant, but not the specifications during the bid process. The fire authority will follow up with the State Auditor's Office to make sure the bid process and award is addressed correctly. No contract has been signed yet. If additional steps need to be taken by the Authority, a special set meeting will be scheduled. Any change orders will be in writing.

**Public Comment: None**

**Executive Session**

**An executive session to discuss a personnel matter was held at 5:45pm and scheduled for 20 minutes. The board extended the session an additional 15 minutes at 6:05 pm.**

**GOOD OF THE ORDER: None**

**With no further business, the meeting adjourned at 6:30 pm.**


**BOARD OF VOLUNTEER FIREFIGHTERS**

**Present:** Commissioner Paul Severson, Asst Fire Chief Scott Cooper, and Volunteer Tuesday Palmer

Meeting called to order at 6:32 pm.

**Volunteer Palmer moved to approve the payment for physicals; Commissioner Severson seconded the motion. Motion carried.**

**With no further business, the meeting adjourned at 6:35 pm.**

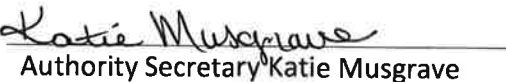
  
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Authority Secretary Katie Musgrave