

# *Riverside Fire Authority*

## **Governance Board Meeting/Workshop July 13, 2022 Minutes**

In attendance:

*Board Members* – Joe Dolezal, Lee Coumbs, Mike Tomasheck, Jay Johnson

*Administration* – Chief Kytta, Chief Anderson, Stephanie Slorey, Misty Henning

*Visitors* – Diane Kytta, Buddy Lowery

Chair Dolezal called the meeting to order at 5:00 p.m.

Motion was made, seconded, and passed to approve the agenda.

*Public Input* – None

Motion was made, seconded, and passed to approve the consent agenda as presented.

*The Following voucher/warrants/electronic payments were approved for payment:*

<i>July 6, 2022, Ck# 5498-5508</i>	<i>\$8,800.06</i>
<i>July 13, 2022, Ck# 5510-5546</i>	<i>\$52,853.59</i>

### *Old Business*

#### **Succession Planning Update**

Chief Kytta discussed his conversation with our counsel, Eric Quinn regarding job description and employment agreement for his successor. Chief Kytta also asked for commissioner participation in the succession planning. Discussion followed. Commissioner Coumbs made motion<sup>1</sup> to appoint Commissioner Tomasheck as the board liaison with Commissioner Johnson as the backup. Commissioner Dolezal seconded the motion. Motion passed 4-0.

#### **Master Planning Update; Section 11 – Fleet & Equipment**

Chief Kytta reviewed Section 11, Fleet & Equipment of the Master Plan with the board. Objectives and recommendations were also discussed. Discussion followed.

#### **9-1-1 Dispatch Center Update**

Commissioner Coumbs and Chief Kytta briefed the board on the latest 9-1-1 Dispatch meeting they attended via zoom. Discussion followed.

### *New Business*

#### **Red Devil Consultant Zoom Meeting**

The board had a zoom meeting with Mike Bucy of Red Devil Training and Consulting to discuss the “Leadership Planning, Development and Succession” report that he developed on behalf of Riverside Fire Authority. Discussion followed.

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### Resolution #2022-06, Station 4 Septic Repair Emergency Declaration

Station 4 has developed a septic failure. Bids are in the process of being obtained. Staff recommends approval of Resolution #2022-06, Station 4 Septic Repair Emergency Declaration so that expedited repairs can begin once bid are collected, and the project awarded. Commission Tomasheck made a motion<sup>2</sup> to declare an emergency exists due to the damaged septic system at Station 4 and authorize Chief Kytta or Chief Anderson to award any contract necessary to remedy the situation to restore function and limit property damage and to approve Resolution #2022-06, Station 4 Septic Repair Emergency Declaration. Commissioner Coumbs seconded the motion. Motion passed 4-0.

### Station 8 Fire Engine Purchase

The Master Plan identifies 2022 as the year to replace a 35-year-old engine which is house and used at Station 8 Garrard Creek Valley. Discussion followed. Commissioner Johnson made a motion<sup>3</sup> to authorize the purchase of one fire engine as per the attached proposal. Commissioner Coumbs seconded the motion. Motion passed 4-0.


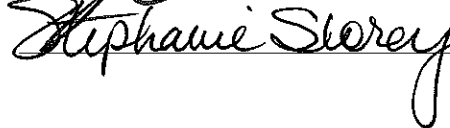
### Good of the Order

### Adjourned 6:54 p.m.

#### *Governance Board Action Motions:*

1. Motion to appoint Commissioner Tomasheck as board rep and Commissioner Johnson as backup for succession planning
2. Motion approve Resolution #2022-06, Station 4 Septic Repair Emergency Declaration
3. Motion to authorize purchase of new fire engine for Station 8 Garrard Creek Valley

Minutes submitted by:

 Chair Dolezal  
 Board Secretary