

# *Riverside Fire Authority*

## **Governance Board Meeting/Workshop May 11, 2022 Minutes**

In attendance:

*Board Members* – Joe Dolezal, Lee Coumbs, Mike Tomasheck  
Absent: Jay Johnson, Matt Evans

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

*Visitors* – Diane Kytta, Josh Metcalf – LCPW, Doyle Sanford - LCFM

Chair Dolezal called the meeting to order at 5:04 p.m.

Motion was made, seconded, and passed to approve the agenda with the following items added:  
6b: Sole Source Purchase – Jaws of Life

*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:  
May 11, 2022, Ck# 5369-5402                      \$26,091.37*

### ***Old Business***

#### **Master Planning Update; Section 6 Services/Emergency Response**

Chief Kytta continued the review Section 6 of the Master Plan with the board which led to discussion with Josh Metcalf, Lewis County Public Works Director, and Doyle Sanford, Lewis County Building Official/Fire Marshal, who were in attendance to discuss future development in the Lewis County.

#### **Lewis County Investment Pool**

Discussion took place regarding the RFA joining the Lewis County Investment Pool. Discussion followed. Commissioner Coumbs made a motion<sup>1</sup> to authorize board chair to execute the agreement with Lewis County. Commissioner Tomasheck seconded. Motion passed 3-0.

### ***New Business***

#### **Dept of Ecology Spill Equipment Grant Agreement/City of Chehalis MOU**

Chief Kytta reviewed the collaboration with Chehalis Fire Department to submit a grant for oil spill response equipment through the Department of Ecology. The grant request asked for a utility trailer and a cache of supplies to dam, dike or divert an oil spill. The grant was approved in the amount of \$32,500 with no local match needed. Chief Kytta requested approval to enter into a MOU with the City of Chehalis, who will be the host of this grant, and to execute the Department of Ecology agreement. Commissioner Tomasheck made a motion<sup>2</sup> to authorize the board chair to execute the MOU with the City of Chehalis and the Department of Ecology agreement. Commissioner Coumbs seconded. Motion passed 3-0.

# *Riverside Fire Authority*

## **Governance Board Meeting/Workshop May 11, 2022 Minutes**

### **Sole Source Purchase Resolution #22-04; Jaws of Life**

Chief Kytta discussed the purchasing of two sets of Jaws of Life. The Master Plan recommended replacement for these tools in 2022. The new tools are battery operated and hydraulic hose free which is safer for staff. Legal council produced Resolution #22-04 for sole source procurement and waiving competitive bidding. Discussion followed. Commissioner Coumbs made a motion<sup>3</sup> to approve Resolution #22-04, Sole Source Purchase of Jaws of Life. Commissioner seconded. Motion passed 3-0.


**Good of the Order**

**Adjourned 7:12 p.m.**

#### *Governance Board Action Motions:*

1. Motion to approve Lewis County Investment Pool Agreement
2. Motion to approve City of Chehalis MOU/Dept of Ecology Agreement
3. Motion to approve Resolution #22-04

Minutes submitted by:

  
\_\_\_\_\_, Chair Dolezal

  
\_\_\_\_\_, Board Secretary