

WILLIAMS RURAL FIRE PROTECTION DISTRICT
Special Board Meeting / Workshop Meeting Minutes
July 25, 2022

Called to Order at 09:02am

Roll Call:

Board Members Present

Position 1 – Heather Glass
Position 2 – David Applegate
Position 3 – Claudia Pratt
Position 4 – Bill Ertel
Position 5 – Brian Barton

Williams Staff Present

Fire Chief Rick Vetter
Administrative Assistant – Jennifer Vetter
Lieutenant Oskar Sundell

Public Presence:

Wilma Hyde, Community Member
Griselda (Chela) Marney, Community Member
Gail Peterson, Community Member
Jason Stevens, Williams Firefighter

Public Input:

The public was offered an opportunity to give public input at this meeting. Griselda Marney stated that she has input and wanted to give her input at the end of the meeting.

*******Open Board Workshop at 09:05am*******

115 East Fork For Sale:

Board Member Bill Ertel presented property tax information and other information he researched on this property.

- Zoned RR5
- 1476 sq ft home built in 1969
- 20 gallon per minute well
- Possible water rights

Board Chairperson Claudia Pratt stated that the front acreage is 5 acres and the back acreage is 4.88 acres. Doug Walker would like to take the back acreage for himself and make it 5 total acres if he were to keep it.

Discussions from the Board Members:

- Board Secretary Heather Glass: What is the benefit for the district to make this purchase?

- Chief Vetter: Opportunity for district growth, commodities are on the property, shop building, possible district income, training grounds. Asking \$300,000 for 5 acres and negotiable. 3bed/2ba home, shop, and some out-buildings are located on this property
- Board Member David Applegate: Does the fire district have stable income to be able to consider this as a transaction?
 - Chief Vetter agrees stating “Where is the money going to come from and will this affect the operations of the district?”
- Bill Ertel commented with a previous purchase as an example and that previously the district distributed monies differently, especially Personal Services, at the time of the previous purchase.
- Board Vice Chairperson Brian Barton: Is the property a toxic waste dump?
 - Chief Vetter: agrees from previous fire department visits to the property.
- ***Board Chairperson Claudia Pratt stated that this is solely a discussion and the discussion may not go anywhere with the district regarding the sale of this property
- A survey was done a couple of years ago by the other neighbors on the other side of the district property. District lines from this survey were reviewed.
- Lieutenant Sundell commented that an interest the district could have would be the buildings on the property for apparatus parking. A new building to purchase could be at least \$150,000. A possible training ground would be a benefit along with water access being a huge asset to the district. We need more information to know if this is a benefit to be interested
- Chief Vetter stated that there are other multiple issues with the property that would need to be navigated with what is buried on the property. DEQ has been out there multiple times.
- Board Member Bill Ertel asked what departmental future growth looks like in 5-10 years.
 - Chief Vetter discussed how growth would benefit the district members
- Griselda Marney and Wilma Hyde, community members, contributed to this conversation with their opinions, questions, and feelings.
- Board Members discussed that their current inquiry does not include a discussion of funding and without a walk through to see if the property meets any of the district’s needs or if the property is too much of a mess, it will not be worth it.
- Chief Vetter will see about getting access to the property for a walk through

Fencing of Front Side of District Boundaries:

Forestry type of fence, some poles are set, everything is purchased and Firefighters Devin Brennan and Jon Scaroni are putting this together. Harold Pratt has provided tractor power to dig holes and Chief Vetter is helping with some hand work.

Survey of District Boundaries:

Survey will be put on hold.

Discussion of Board Micromanagement of the Department:

Chief Vetter stated how much he appreciates the Board for the trust in him and being able to move the department forward. We hit some mile stones and with that there are misunderstanding and some back and forth. We are all on the same team and looking at how we can move forward.

Per Chief Vetter, as a department, he will be better at communicating how he has delegated projects and moving forward with projects. Chief Vetter likes the ideas of sub-committees.

Lieutenant Sundell agreed with Board Members that communication is something to navigate. He requested the Boards' trust that when given a project that the project will get done.

The Board contributed that:

- They would like to hear the matter of fact as opposed to what one thinks the Board would like to hear.
- Make sure that the Board asks all the questions or know exactly what they are voting/approving for the district on large projects before moving forward.
- Once voted by the Board, the Board will leave the project to the Chief and his delegates

A reviewed document *Management vs Monitoring* was recognized by Board Chairperson Claudia Pratt as micromanagement. Board Chairperson Claudia Pratt and Board Member Bill Ertel continued their discussion that was interrupted by Griselda Marney attempting to tell the Board Chair Claudia Pratt how to conduct the meeting and when asked to stop, Griselda Marney stated that she is going to put this on FaceBook.

****Board Chairperson Claudia Pratt stepped outside to disengage.**

Board Vice Chairperson Brian Barton stated to Griselda Marney that the Board Chairperson has been courteous to allow public comment in the middle of the meeting from Griselda Marney and Wilma Hyde which the Board does not have to allow. The public has been interjecting during board conversation. He requested to please not use this event to be placed on FaceBook.

Chief Vetter stated that it is improper for the public to interrupt the Board Chair in the middle of a meeting and to please not post this event on FaceBook. As a department, we work very hard to hold ourselves professionally and this event does not represent accurately. Chief Vetter stated that the Board Chair did appropriately by taking a break and walking outside.

****Board Chairperson Claudia Pratt returns to her seat.**

The Board had discussed goals for the Chief and how those goals are monitored is what concludes micromanagement. The Board would like to ask questions based on how to understand and not so much to micromanage.

In regards to a document regarding vehicle inspections, Board Chairperson Claudia Pratt stated that this particular form is a form of micromanagement. Lieutenant Sundell stated that the Board should not be this deep into Operations and for something that is already in the Chief's Report. Board Member Brian Barton and Board Member David Applegate stated that it is more paperwork that we don't need that is already stated in the Chief's Report.

Board Secretary Heather Glass stated that if the Board could have the Chief's report early before the board meetings, perhaps this could solve some of the information that the Board is looking for and alleviate some of this.

Board Chairperson Claudia Pratt states that circumstances don't always allow us to come prepared and understands why some reports may be missing. Jennifer Vetter stated that Chief Vetter (as a part-time Chief) puts a high percentage of his time into operations more than administrative aspects. He oversees the personnel and the district as a whole with most of his time spent performing in Operations. Board Chairperson Claudia Pratt stated that she is aware that although Chief Vetter is part-time, he puts in full-time work. Board Member David Applegate confirmed that if Chief Vetter cannot get the Chief Report done that Lieutenant Sundell could develop/present this report, provided Lieutenant Sundell is aware to do so.

Board Member Bill Ertel concluded that he meant no harm, just looking to be helpful in gathering information. Board Secretary Heather Glass recognized a sub-section of the Board of Directors Policy and Procedure Manual that the Board will recognize and delegate responsibility to the Fire Chief for proper discharging of professional duties.

Discussions ensued on vehicle repairs and perhaps Jennifer Vetter could produce a report during budget season. Board Member Bill Ertel stated he is not in favor of putting more report work on her table and inquired what kind of reports the Lieutenant generates. Lt. Sundell states that he logs apparatus checks and provides Chief Vetter with a daily verbal reports.

Conclusion:

The Board will be more diligent to ask question and when they vote on items, they will be done with that item until next visited, and have sub-committees when necessary.

Old Fire Station roof will need a sub-committee.

It was questioned to give Griselda Marney her two minutes, it was stated by the Board Chairperson that she used her two minutes.

Motion to Adjourn Board Workshop:

- A motion was made by Bill Ertel and seconded by David Applegate to adjourn the Board Workshop. The motion passed unanimously with all Ayes.

- ✚ Heather Glass – Aye
- ✚ David Applegate – Aye
- ✚ Claudia Pratt – Aye
- ✚ Bill Ertel – Aye
- ✚ Brian Barton – Aye

*******Close Board Workshop at 10:53am*******

Town meeting to be held at Anne Basker Auditorium regarding fire mapping.

Motion to Adjourn Special Meeting:

- A motion to adjourn was made by Heather Glass and seconded by David Applegate at 10:56am. It was approved unanimously to adjourn.

- ✚ Heather Glass – Aye
- ✚ David Applegate – Aye
- ✚ Claudia Pratt – Aye
- ✚ Bill Ertel – Aye
- ✚ Brian Barton – Aye

Attachments: Property Analyzer Report, Management vs. Monitoring, Three Levels of Management and Oversight, Chapter 2 Board of Directors, Port of Newport Minutes, SDAO Handbook.

Respectfully Submitted:

Claudia Pratt, Board Chairperson