

MINUTES
CITY OF STEVENSON COUNCIL AND SKAMANIA COUNTY FIRE DISTRICT 2 JOINT MEETING
May 11, 2024
9:00 AM, City Hall and Remote

1. CALL TO ORDER: Mayor Anderson called the meeting to order at 9:00am.

PRESENT

Councilmembers Dave Cox, Kristy McCaskell, Michael D. Johnson, Pat Rice, and Lucy Lauser.
Commissioners Howard Hoy, Greyson Rudd and Tom Delzio.

Fire Chief Rob Farris, City Administrator Leana Kinley and one member of the public were also present.

2. PUBLIC COMMENTS: None.

3. NEW BUSINESS:

- a) **Discuss the Future of the Stevenson Fire Department** - Discussed the various options available for the governance structure of the department - Continue as-is with the interlocal agreement, City contract wholly with FD2 for services, Stevenson annex into FD2, Stevenson and FD2 create a Regional Fire Authority. Information on options can be found online at <https://mrsc.org/explore-topics/public-safety/fire-ems/interlocal-cooperation-in-fire-services>. This discussion was moved to the top as it impacts the remaining items. After discussing the current agreement, barriers and options for change, a subcommittee of Councilmember Michael Johnson and Commissioner Howard Hoy will join Fire Chief Rob Farris and City Administrator Leana Kinley on reviewing and presenting information at the next meeting.
- b) **Discuss Fire Chief Job Oversight** - The existing City ordinance states the Fire Chief reports to the City Council (SMC 2.24.040(B)(1)), the Personnel Policy has complaints to the Mayor or City Administrator (section 11.1), and the new contract states Mayor, City Administrator and a FD2 representative (section 5(e)). Discussion led to the position reporting to the City Administrator similar to other city department heads. This will be reflected in an updated ordinance and the adoption of a job description within the city's personnel policy.
- c) **Discuss Fire Chief Job Description and Expectations** - There is no job description included in the Personnel Policies outside of the items included in the current Interlocal Agreement and Stevenson Municipal Code (documents included in previous agenda item). After distributing a rough draft of a job description for the Fire Chief consensus was to have Fire Chief Rob Farris and City Administrator Leana Kinley work together on a final draft for review by the agencies. Once it is approved by Fire District 2 it will be presented to the City Council for inclusion in the city's personnel policies for adoption.

- d) **Discuss Plan for Future Fire Hall** - A copy of the latest design and cost estimate was attached, which included space for incorporating Skamania County Department of Emergency Management, which has since withdrawn from the project. The project never moved forward to further value engineering and refinement after this initial design and the project stalled. City Administrator Kinley and Mayor Anderson provided a brief background and update of where the project currently stands. Further discussion was moved to the next meeting.
- e) **Set Dates for Future Joint Meetings** - The plan is to have quarterly meetings. Dates for the last two meetings for 2024 were set for Tuesday, September 10th at 6pm and Tuesday December 10th at 6pm.

4. ISSUES FOR THE NEXT MEETING: None.

5. ADJOURNMENT - Mayor Anderson adjourned the meeting at 10:11am.

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Scott Anderson, Mayor

Date