

THURSTON COUNTY FIRE DISTRICT THREE

BOARD OF FIRE COMMISSIONERS

MINUTES OF THE MEETING

August 16, 2018

Present:

Chair Kirkbride
Vice Chair Wilson
Commissioner Ryder
Commissioner Roberts

I. CALL TO ORDER / FLAG SALUTE

Chair Kirkbride called the meeting to order at 5:30 p.m. and excused Commissioner Dobry.

II. APPROVAL OF THE AGENDA

MOTION: To accept the agenda as presented.

Motion: Commissioner Wilson

Second: Commissioner Roberts

Carried: Unanimous

III. HEARING OF THE PUBLIC / MEMBERS PRESENT

None

IV. RECOGNITION OF VOLUNTEER KEN ROBERTS

Chief Brooks recognized Volunteer Firefighter Ken Roberts for his 25+ service to the District. He highlighted Ken's role as Sparky and board member to Volunteer Firefighter's for many years. Chief Brooks thanked him for his dedication and presented Ken with a recognition framed photo showcasing Sparky on behalf of the District. District Chair Kirkbride thanked Ken for his leadership while serving on the Board of Volunteer Firefighters. Ken thanked staff and gave a warm farewell.

V. APPROVAL OF THE CONSENT AGENDA

A. Draft minutes of the August 2, 2018 regular Board of the Board of Fire Commissioners meeting.

B. Warrants

- General Fund 001 (Acct# 6630) checks numbered #20596 through #20628 in the amount of \$47,622.27.

- Donation Fund 101 (Acct# 6633) checks numbered #20629 in the amount of \$380.49.
- 2017 Capital Improvement Project Fund 306 (Acct#6639) checks #20630 through #20632 in the amount of \$55,783.01.

C. Payroll #8A in the amount of \$1,060.426.14.

MOTION: To accept the consent agenda as presented.

Motion: Commissioner Wilson

Second: Commissioner Ryder

Carried: Unanimous

VI. COMMITTEE REPORTS

A. Thurston County Medic One E.M.S. Council

Commissioner Kirkbride attended the August 15, 2018 meeting and reported the following agenda items:

- Bylaws – A change to the bylaws was adopted. An “emeritus” position has been added. Non-voting members are welcome to attend the meetings.
- 2019-2020 Budget adopted.

B. Thurston 9-1-1 Communications (TCOMM) Administration Board

No report. The next meeting is in September 5, 2018.

C. City / District Liaison Communication updates

The next meeting is August 21, 2018, 8:30 a.m. located at Station 31. Chief Brooks reported that Lacey City Council approved city staff to move forward in soliciting potential signatures for petition of the Steilacoom/Marvin Road annexation.

D. Thurston County Fire Commissioners Association Regular meeting

No report.

E. Thurston Regional Planning Council Status report

No report. The next meeting is September 7, 2018

F. Community Outreach

Status report

Chief Brooks reported that the Joint Base-Lewis McChord (JBLM) Career Fair was canceled/postponed until further notice.

G. Nisqually Tribe

Status report

Staff

Chief Brooks is scheduled to meet Enterprise Corporation CEO Iyall on August 17, 2018.

H. Capital Facilities and Equipment Activities

Staff

Chief Brooks gave the following updates:

1. Two Breathing Air Compressors – New compressors are now installed at Station 31 and Station 34.
2. New Engine – Production is scheduled in September with completion in December.
3. New Station 34
 - County Special Use Permit – Thurston County requested the location of existing septic tanks on the exiting Station 34 and the Vehicle Repair Facility (VRF). The District is providing the data.
 - Exterior and Roofline Alternative – Currently working on aesthetics of the exterior. The floorplan has not changed. A design highlighting materials such as red brick, wood-like material, exposed wood beams, wood accents and an industrial upper structure was presented. Chair Kirkbride supports the roofline change but opposes the industrial look. Chair Commissioner Roberts commented that she likes the design as is. The Board agreed to move forward in developing concepts around the proposed design while still exploring alternatives.

Chief Brooks and Facilities Equipment Technology Director Matt Chambers will meet with Rice Fergus Miller tomorrow to discuss the exterior design. Staff will retain both options to present to the Board in September.

VII. OLD BUSINESS

A. Potential Vendor Challenge of Bay Door Project Bid Award: Staff Report

Chief Brooks announced the presence of the District's legal Attorney Skip Houser, Principal Brandon Bell of Bell & Bell Builders & Overhead Doors LLC and Rytec Corporation Sales Manager Tom Zimmerman. Chief Brooks

outlined the timeline and actions taken on the Bids for Bay Door Replacement Project:

- July – 3 Proposals Received by Cressy Door Company, Bell & Bell Builders & Overhead Doors LLC. and Rytec Corporation.
- August 2, 2018 – Staff reviewed the proposals and deemed Rytec Corporation a responsible bidder. Rytec Corporation was awarded the bid. Board authorized the Fire Chief to sign the service agreement between the District and Rytec Corporation.
- Post Bid Award – Staff notified Cressy Door Company and Bell & Bell Builders & Overhead Doors LLC of the Board’s action. Cressy Door Company did not have further comment. Bell & Bell Builders & Overhead Doors LLC challenged the District’s action in awarding the bid to Rytec. Chief Brooks reported that staff met with Brandon Bell, the electrical contractor of the proposed bid, and a representative of Wayne Dalton Doors. Chief Brooks stated that the references provided by Bell & Bell did not have the bid door onsite for viewing the doors in action. The requests of the bid required the ability to view the product in action. Also, there was a lack of information on installation methods. For this reason, staff deemed the vendor unresponsive to the bid proposal specs. Principal Bell invited staff to view an installation most similar to the product in the local area this week. Principal Bell informed that he has contracts in the region similar to the bid product and is awaiting delivery. He offered to send staff to view the product in an out-of-state location. Chief Brooks noted that the efforts and communication between Principal Bell is after the bid award was granted. He stated that Bell & Bell Builders & Overhead Doors LLC are considering a potential legal challenge of whether or not the Rytec Corporation product will meet the spec as stipulated in which the Rytec product can be manually opened by a single firefighter from the ground. The Rytec product is counter balance spring system. The two other bidders offer a chain hoist product and claim that the Rytec system is not capable of this action. Chief Brooks informed that there are no current installations programed to meet the spec though Rytec’s engineers and sales representative claim that the bid doors can be adjusted to meet this spec.

Staff recommends that the Board discuss the plan of action in an executive session.

VIII. REQUEST FOR EXECUTIVE SESSION

A. RCW 42.30.110(i) to Discuss Potential Litigation with Legal Counsel

Chair Kirkbride announced an Executive Session at 6:15 p.m. anticipated for 15 minutes. Chair Kirkbride reconvened the regular board meeting at 6:32 p.m.

Chief Brooks summarized the timeline and actions taken on the Bids for Bay Door Replacement Project described in Old Business item A. He recommended the Board rescind the previous motion allowing all bidders to rebid the project. It will give the bidders an opportunity to be more responsive and for staff to have an opportunity to have pre-bid discussions with the bidders and engineers.

MOTION: To rescind the motion that was taken August 2, 2018 at the regular Board meeting accepting the bid from Rytex Corporation and authorizing the Fire Chief to sign the service agreement.

Motion: Commissioner Wilson
Second: Commissioner Sylvia
Carried: Unanimous

MOTION: To direct the Fire Chief and staff to reconvene discussions to review the specs of the bid identified and develop a new Request for Proposal.

Motion: Commissioner Wilson
Second: Commissioner Ryder
Carried: Unanimous

IX. NEW BUSINESS

None

X. ADMINISTRATIVE REPORT

Chief Brooks reported the following events and updates:

1. Mobilization
 - South Central Oregon – Lt. Berman returned.
 - Rapid Extrication Module (REM) – SORT members Lt. Pearsall and Firefighter Gene Tyler returned/Lt. Paulsen deployed.
 - Boyds Fire – Lt. Frost and Firefighter Tyler Seick deployed in Brush Truck 34.
2. Fire Rescue International Conference – Chief Brooks and Battalion Chief Fox attended. BC Fox gave a presentation on the Amtrak Derailment.
3. Depot District – Draft Plan is publicized. Chief Brooks will email the Board. A Public Hearing is August 21, 2018 at 7 p.m. Chief Brook will attend.
4. Medic One Loss – Jake Drewy, son of Medic One BLS Program Manager Anna Lee Drewy passed away this afternoon.

XI. COMMISSIONER COMMENTS

Commissioner Roberts commented that she's happy to be home.

Commissioner Ryder had no comments.

Vice Chair Wilson reported that she received a request for donations of time for lunch with elected officials from former Citizens Advisory Committee Chair Dianna Cockrell on behalf of the Gateway Rotary. North Thurston Public Schools is awarding 10 Student of the Month packages and requests participation from elected officials. Vice Chair Wilson will follow up with Commissioner Dobry.

Chair Kirkbride thanked Volunteer Ken Roberts for his many years of service to the community.

XII. OTHER INFORMATION

A. Suggestion Box – None

B. Correspondence – None

XIII. HEARING OF THE PUBLIC / MEMBERS PRESENT

Thurston County Olympic Ambulance Director of Operations Chris Clem reported that the Opticom project is nearing completion. September is the target date for operation. Staff will have added training in IV maintenance for interfacility transfers.

Tom Zimmerman inquired the next course of action for the new bid. Chair Kirkbride replied that staff will put out a new RFP and instructed him to resubmit a proposal. Brandon Bell expressed his concern of spring pack malfunctions for a Rytec Door in a manual disconnect when performed by one person on the floor.

Volunteer Coordinator Jim Dickson reported that District volunteer firefighter candidates are in their second week of the South Puget Sound Community College led academy and are doing really well.

XIV. REQUEST FOR EXECUTIVE SESSION

A. In Accordance with RCW 42.30.140(4)(a) Regarding Discussion of Collective Bargaining Strategies

Chair Kirkbride announced an Executive Session at 6:58 p.m. anticipated for 15 minutes with no action planned within the session.

The regular Board meeting reconvened at 7:15 p.m.

XV. ADJOURNMENT

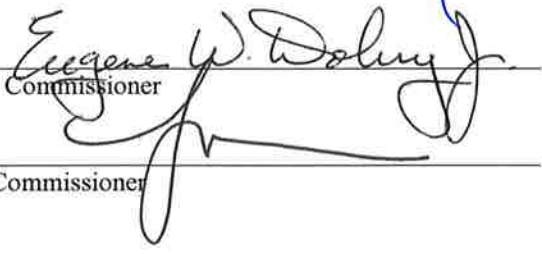
The meeting was adjourned at 7:18 p.m.

THERE WILL BE NO WORKSHOP CONDUCTED THIS EVENING.

Next Regular Meeting: September 6, 2018 – 5:30 p.m.




Chair


Commissioner

Commissioner

Vice Chair


Commissioner

ATTEST: District Secretary