

**THURSTON COUNTY FIRE DISTRICT THREE**

**BOARD OF FIRE COMMISSIONERS**

**MINUTES OF THE MEETING**

**December 6, 2018**

Present:

Chair Kirkbride  
Vice Chair Wilson  
Commissioner Ryder  
Commissioner Dobry  
Commissioner Roberts

**I. CALL TO ORDER / FLAG SALUTE**

Chair Kirkbride called the meeting to order at 5:30 p.m.

**II. APPROVAL OF THE AGENDA**

**MOTION:** To accept the agenda as presented.

Motion: Commissioner Roberts

Second: Commissioner Ryder

Carried: Unanimous

**III. HEARING OF THE PUBLIC / MEMBERS PRESENT**

Olympic Ambulance Director of Thurston County Operations Chris Clem announced that their agency's holiday Christmas Party will be at held at Pelligrino's Restaurant on December 12, 2018.

**IV. APPROVAL OF THE CONSENT AGENDA**

A. Draft minutes of the November 15, 2018 regular Board of Fire Commissioners meeting.

B. Warrants

- General Fund 001 (Acct# 6630) checks numbered #20872 through #20910 in the amount of \$112,742.17.

Chair Kirkbride inquired about the following warrants and Chief Brooks gave a description:

1. CWO Construction in the amount of \$7,850 for Station 33 & 35 Storage Cabinets – Repurposed cabinetry from the Bay for EMS supply storage. Proposal is to move the bunker gear storage in the bay to the hallway.
2. Hannukaine Signs & Graphics in the amount of \$4,029.30 – Re-labeling of the originally Medic One owned vehicle to the now District owned Aid Unit District design.

C. Payroll #11B 2018 in the amount of \$ 372,819.18.

**MOTION:** To accept the consent agenda as presented.

Motion: Commissioner Wilson

Second: Commissioner Dobry

Carried: Unanimous

## V. COMMITTEE REPORTS

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

The next regular meeting is December 19, 2018.

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

No report. The next meeting is January 9, 2019.

C. City / District Liaison  
Communication updates

The next meeting is December 12, 2018 located at Station 31, 1 p.m.

D. Thurston County Fire Commissioners Association  
Regular meeting

Vice Chair Wilson attended the general meeting on November 20, 2018. She reported that 2019 Committee Appointments were made and Thurston County Emergency Management Coordinator presented new updates on Emergency Planning. The next meeting is the Christmas Party on December 18, 2018. Location is to be determined.

E. Thurston Regional Planning Council  
Status report

The next meeting is December 7, 2018. Commissioner Dobry will attend.

F. Community Outreach  
Status report  
Staff

1. City of Lacey Christmas Tree Lighting & Parade Santa Mobile – The Santa Mobile participated in the City of Lacey Christmas Tree Lighting and Parade on December 3, 2018 and began the 14 nights of neighborhood visits throughout the month.
2. Lacey Firefighters Charity Holiday Shopping – December 15, 2018. 9 a.m. at Station 31.
3. Annual Homeowners Association Meeting Calendar
  - Meridian Campus – Vice Chair Roberts and Chief Brooks attended the November 26, 2018 meeting.

- Sunset Hollow – December 18, 2018 located at Station 33, 6 p.m. Vice Chair Wilson and Chief Brooks will attend.
4. Staff Holiday Luncheon – December 20, 2018 located at Station 31, 12 p.m.
  5. Volunteer Firefighter Recruit Academy Graduation – December 12, 2018, 6 p.m. located at South Puget Sound Community College Lacey Campus.
- G. Nisqually Tribe  
Status report  
Staff  
No report.
- H. Capital Facilities and Equipment Activities  
Staff
1. New Engine 34 – Anticipated completion at the end of the year.
  2. Newly Re-Chassis Aid Unit – Inspection is complete and will be delivered tomorrow for lettering and outfitting of equipment. It will be assigned as Aid Unit 33.
  3. New Bay Doors – Installation will begin at Station 35 in January.
  4. New Station – Chief Brooks reported that the County Special Use Permit was awarded to the District with no issues. Chief Brooks attended a meeting on the Steilacoom Road Annexation with the City and County Senior Planners. He reported that there is anticipation that the county will request review by Boundary Review Board. Chair and Vice Chair recommended that the District move forward with permit planning through the County. Facilities Equipment Technology Director Matt Chambers will meet with Rice Fergus Miller next week.

## **VI. OLD BUSINESS**

- A. Proposed Annexation of Steilacoom Rd. Properties: Staff Update

Chief Brooks gave his report under Capital Facilities and Equipment Activities item 4.

## **VII. NEW BUSINESS**

- A. 2017 Audit Report: Staff Report

Chief Brooks reported that the District received a clean audit report. Vice Chair Wilson commented that the Auditor was very appreciative of staff's responsiveness in providing information.