

Thurston County Fire District Three



Agenda for the Board of Fire Commissioners

Regular Meeting

September 5th, 2019

5:30 pm

I. CALL TO ORDER / FLAG SALUTE

II. APPROVAL OF THE AGENDA

- Additions / Deletions

III. HEARING OF THE PUBLIC / MEMBERS PRESENT

IV. APPROVAL OF THE CONSENT AGENDA

- Draft minutes of the August 15th, 2019 of the Board of Fire Commissioners meeting.
- Warrants
 - General Fund 001 (Acct#6630) checks numbered #21517 through #21538 in the amount of \$78,729.35
 - Capital Projects Fund 301 (Acct#6631) check numbered #21514 in the amount of \$7,641.16
 - Capital Improvement Project Fund 306 (Acct# 6639) checks #21540 through #21545 in the amount of \$235,690.36

C. Payroll #08B-19 in the amount of \$391,330.24

V. COMMITTEE REPORTS

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

Commissioner Kirkbride

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

Commissioner Wilson

- City / District Liaison
Communication updates Commissioner Wilson & Dobry
- Thurston County Fire Commissioners Association
Regular meeting Commissioner Hetzler
- Thurston Regional Planning Council
Status report Commissioner Dobry
- Community Outreach
Status report Staff
- Nisqually Tribe
Status report Staff
- Capital Facilities and Equipment Activities Staff

VI. OLD BUSINESS

VII. NEW BUSINESS

- A. Resolution #868-09-19: Authorizing Support for Proposition 1 TCOMM 911
(Appendix A)
 - Supersedes and replaces Resolution #867-08-19
- B. Resolution #869-09-19: Authorizing Closure of District Revolving Fund
Account (Appendix B)
 - Supersedes Resolution #130, Adopted 9/25/1975 (Appendix C)

VIII. ADMINISTRATIVE REPORT

IX. COMMISSIONER COMMENTS

X. OTHER INFORMATION

- A. Suggestion Box
- B. Correspondence

XI. HEARING OF THE PUBLIC / MEMBERS PRESENT

XII. ADJOURNMENT

**THERE WILL BE NO WORKSHOP CONDUCTED THIS EVENING.
Next Regular Meeting: September 19th, 2019 – 5:30 pm**

THURSTON COUNTY FIRE DISTRICT THREE

BOARD OF FIRE COMMISSIONERS

MINUTES OF THE MEETING

August 15, 2019

Present:

Chairman Wilson
Vice Chair Dobry
Commissioner Hetzler
Commissioner Roberts

I. CALL TO ORDER / FLAG SALUTE

Chairman Wilson called the meeting to order at 5:30 p.m. and followed with a salute to our Nations flag.

Chairman Wilson noted that Commissioner Kirkbride was excused from this meeting.

II. APPROVAL OF THE AGENDA

MOTION: To accept the agenda as presented with addition of the Interlocal Cooperative Purchasing Agreement.

Motion: Commissioner Dobry

Second: Commissioner Hetzler

Carried: Unanimous

III. HEARING OF THE PUBLIC /MEMBERS PRESENT

None.

IV. APPROVAL OF THE CONSENT AGENDA

A. Draft minutes of the August 1, 2019 meeting of the Board of Fire Commissioners.

B. Warrants

- General Fund 001 (Acct#6630) checks numbered #21491 in the amount of \$45.56
- General Fund 001 (Acct#6630) checks numbered #21492 through #21513 in the amount of \$82,735.44
- Donations Fund 101 (Acct#6639) check numbered #21514 in the amount of \$2,458.06
- 2017 Capital Improvement Project Fund 306 (Acct#6639) checks numbered #21515 through #21516 in the amount of \$2,062.78

C. Payroll

- Payroll #08A-19 in the amount of \$1,105,258.45

MOTION: To accept the consent agenda as presented.

Motion: Commissioner Dobry

Second: Commissioner Wilson

Carried: Unanimous

V. COMMITTEE REPORTS

- A. No committee reports were shared as most committees do not meet or have not met yet in August.

VI. OLD BUSINESS

- A. No old business was discussed.

VII. NEW BUSINESS

- A. Resolution Addressing Endorsement of TCOMM911 Ballot Measure (Appendix A)

MOTION: To adopt the resolution proposing support for the TCOMM911 Ballot Measure.

Motion: Commissioner Dobry

Second: Commissioner Roberts

Carried: Unanimous

- B. Interlocal Cooperative Purchasing Agreement

MOTION: To approve the District to enter into an Interlocal Cooperative Purchasing Agreement with Puget Sound Regional Fire Authority.

Motion: Commissioner Dobry

Second: Commissioner Hetzler

Carried: Unanimous

- C. Groundbreaking at Station 34 to follow today's BoFC meeting.

VIII. ADMINISTRATIVE REPORT

Chief Brooks gave the following updates:

- Capital Metro Girls Camp to begin on Saturday, August 17th. He shared that ~52 area teens had signed up for the camp and he extended an invitation to the Board to attend.

- Deputy Chief Dickson is finalizing surplus of an engine to Firefighters Across Borders. Chief Brooks shared that the engine would be serving a community in Belize.
- He expressed thanks to the community for passing the 2017 Capital Improvement project which allowed the District to make improvements to our buildings and to build Station 34. He expressed thanks to Dale Hough, Director of Finance and Matt Chambers, Director of Facilities, Equipment, and Technology, for their assistance preparing for the Station 34 project.

IX. COMMISSIONER COMMENTS

Commissioner Roberts had no comment.

Commissioner Hetlzer had no comment.

Commissioner Dobry had no comment.

Chairman Wilson stated she was glad to be at Station 34 for the groundbreaking.

X. OTHER INFORMATION

A. Suggestion Box - none

B. Correspondence - none

XI. HEARING OF THE PUBLIC / MEMBERS PRESENT

A. Jim Dickson shared thanks for our military service members and recognized one of our volunteer firefighters who was headed overseas.

XII. ADJOURNMENT

The Board of Fire Commissioners meeting adjourned at 5:47pm.

Next Regular Meeting: September 5, 2019 – 5:30 p.m.

Chair

Vice Chair

Commissioner

Commissioner

Commissioner

ATTEST: District Secretary

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	35	29	0.00	322,060.87
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	35	29	0.00	322,060.87

Fund Summary

Fund	Name	Period	Amount
001	General Fund	9/2019	78,729.35
301	Capital Projects Fund	9/2019	7,641.16
306	2017 Capital Improvement Project Fund	9/2019	235,690.36
			322,060.87

Authorization Signatures

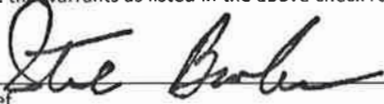


 Signature Finance Director

9/3/19

 Date

I, the undersigned do hereby certify under penalty of perjury, that the materials have been furnished, the service rendered, or the labor performed as described herein, and that the warrants as listed in the above check register are submitted for approval.



 Fire Chief

 Chairman of the Board

 Commissioner

 Commissioner

 Commissioner

 Commissioner



Lacey Fire District 3, WA

Check Report

By Check Number

Date Range: 09/05/2019 - 09/06/2019

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Bank Code: 001-GENERAL FUND						
981	BARNES, JOHN C	09/06/2019	Regular	0.00	880.00	21517
08-7-2019	Invoice	09/05/2019	Custodial Services - August, 2019	0.00	880.00	
1356	CENTURYLINK - BUSINESS SVS	09/06/2019	Regular	0.00	1,134.54	21518
1474468210	Invoice	09/05/2019	S33,34,35 - Mo. Connectivity Fee, Inv147	0.00	1,134.54	
1161	CHAMBERS PRAIRIE ELECTRIC	09/06/2019	Regular	0.00	341.74	21519
11566	Invoice	09/05/2019	S32 Repairs	0.00	188.83	
11567	Invoice	09/05/2019	Sta. 34 Repairs	0.00	152.91	
1404	CITI CARDS - VISA	09/06/2019	Regular	0.00	399.98	21520
8/23/19 - Chamb	Invoice	09/05/2019	8/23/19 - Chambers Business Exp. - Citica	0.00	399.98	
704	CITY OF LACEY	09/06/2019	Regular	0.00	4,301.77	21521
15087	Invoice	09/05/2019	Fuel - July 2019, Invoice #15087	0.00	4,301.77	
706	CITY OF OLYMPIA	09/06/2019	Regular	0.00	29,387.25	21522
8/14/19 Oly Shop	Invoice	09/05/2019	Oly Shop Contracted Svs - July, 2019 & Pa	0.00	29,387.25	
715	COPIERS NORTHWEST INC	09/06/2019	Regular	0.00	514.66	21523
INV2003078	Invoice	09/05/2019	Canon Copier Rental & Overages - 8/14/1	0.00	514.66	
113	ECMS INC	09/06/2019	Regular	0.00	19.71	21524
INV307556	Invoice	09/05/2019	Bunker Coat Maintenance , INV307556	0.00	19.71	
738	FIRECOM / SONETICS CORPORATION	09/06/2019	Regular	0.00	480.92	21525
INV312307	Invoice	09/05/2019	Headset Repair, #INV312307	0.00	306.04	
INV312447	Invoice	09/05/2019	Headset Repair - UHW-10	0.00	174.88	
589	FOSTER PEPPER PLLC	09/06/2019	Regular	0.00	20,437.78	21526
1225529	Invoice	09/05/2019	Legal Services - Personnel	0.00	1,754.50	
1225530	Invoice	09/05/2019	Legal Services - Personnel	0.00	18,683.28	
594	GARDNER'S TRUST INC	09/06/2019	Regular	0.00	4,842.49	21527
#23893, 23931, 2	Invoice	09/05/2019	Various Landscape Projects - 6 Invoices	0.00	4,842.49	
1288	KENT D. BRUCE CO., LLC	09/06/2019	Regular	0.00	645.36	21528
5330	Invoice	09/05/2019	Apparatus Parts	0.00	645.36	
478	LIGHTHOUSE UNIFORM CO	09/06/2019	Regular	0.00	336.25	21529
106236	Invoice	09/05/2019	Hagstrom Class A	0.00	276.85	
107674	Invoice	09/05/2019	PEARSALL CLASS A	0.00	59.40	
115	MCLANE BLACK LAKE FIRE DEPT	09/06/2019	Regular	0.00	2,054.00	21530
328	Invoice	09/05/2019	SORT Uniforms	0.00	2,054.00	
1166	NW SAFETY CLEAN	09/06/2019	Regular	0.00	162.77	21531
19-24873	Invoice	09/05/2019	Hanging Tail Nameplates	0.00	162.77	
829	PACIFIC POWER GROUP, LLC	09/06/2019	Regular	0.00	4,036.85	21532
INV03320	Invoice	09/05/2019	Sta. 34 Generator Repair	0.00	4,036.85	
1284	PALADIN BACKGROUND SCREENING	09/06/2019	Regular	0.00	477.00	21533
1720	Invoice	09/05/2019	Background Checks	0.00	477.00	
888	TEMP CONTROL MECH SVS CORP	09/06/2019	Regular	0.00	1,594.69	21534
5314	Invoice	09/05/2019	Sta 33 Repairs	0.00	1,142.19	
5317	Invoice	09/05/2019	Sta. 35 Repairs	0.00	452.50	

Check Report

Date Range: 09/05/2019 - 09/06/2019

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
216	THUR CO CPED	09/06/2019	Regular	0.00	525.00	21535
<u>8/13/19 Fire Cod</u>	Invoice	09/05/2019	2019 Fire Safety Inspections	0.00	525.00	
1193	TIRES INC	09/06/2019	Regular	0.00	5,186.29	21536
<u>426380</u>	Invoice	09/05/2019	(8) Stock Tires INV# 426380	0.00	5,186.29	
259	WA ST DEPT OF NATURAL RES	09/06/2019	Regular	0.00	87.30	21537
<u>18017973</u>	Invoice	09/05/2019	Wildland Supplies	0.00	87.30	
1073	WESTCARE CLINIC LLC	09/06/2019	Regular	0.00	883.00	21538
<u>0719LFD3</u>	Invoice	09/05/2019	Medical Services - Vaccinations	0.00	883.00	

Bank Code 001 Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	27	22	0.00	78,729.35
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	27	22	0.00	78,729.35

Check Report

Date Range: 09/05/2019 - 09/06/2019

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Bank Code: 301-CAPITAL PROJECTS FUND						
888	TEMP CONTROL MECH SVS CORP	09/06/2019	Regular	0.00	7,641.16	21539
<u>5333</u>	Invoice	09/05/2019	New Condenser/Coil Sta. 33	0.00	7,641.16	

Bank Code 301 Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	1	1	0.00	7,641.16
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	1	1	0.00	7,641.16

Check Report

Date Range: 09/05/2019 - 09/06/2019

Vendor Number Payable #	Vendor Name Payable Type	Post Date	Payment Date Payable Description	Payment Type	Discount Amount Discount Amount	Payment Amount Payable Amount	Number
Bank Code: 306-2017 CAPITAL PROJECTS FUND							
594 24321	GARDNER'S TRUST INC Invoice	09/05/2019	09/06/2019 New Sta. 34 Brush Hog	Regular	0.00 0.00	273.25 273.25	21540
1548 New S34 Contrac	JONES & ROBERTS COMPANY Invoice	09/05/2019	09/06/2019 New Sta. 34 Contractor Payment for Aug.	Regular	0.00 0.00	199,037.68 199,037.68	21541
1232 2017111-015	RICE FERGUS MILLER INC Invoice	09/05/2019	09/06/2019 2017111.00 LFD3 Facility Improvements	Regular	0.00 0.00	25,415.43 25,415.43	21542
1528 57703	SCJ ALLIANCE Invoice	09/05/2019	09/06/2019 New Sta. 34 Tree Removal / Grading Activ	Regular	0.00 0.00	4,500.00 4,500.00	21543
216 270119 & 270120 272841 & 272842	THUR CO CPED Invoice Invoice	09/05/2019 09/05/2019	09/06/2019 Station 32 Land Use Application Station 33 Pre-sub and Gopher	Regular	0.00 0.00	4,085.00 1,750.00 2,335.00	21544
1547 01-1908674	WELSH COMMISSIONING GROUP, INC. Invoice	09/05/2019	09/06/2019 New Sta. 34 Commissioning HVAC / Energ	Regular	0.00 0.00	2,379.00 2,379.00	21545

Bank Code 306 Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	7	6	0.00	235,690.36
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	7	6	0.00	235,690.36

THURSTON COUNTY FIRE DIST. #3
MASTER PAYROLL LIST

Payroll Period 08B-19

DIRECT DEPOSIT - KEY BANK	335,081.81
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KEY BANK FUNDS TRANSFER TO IRS FED INCOME TAX DEPOSIT	45,062.07
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KEY BANK FUNDS TRANSFER TO IRS MEDICARE DEPOSIT	11,186.36
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KEY BANK FUNDS TRANSFER TO IRS SOCIAL SECURITY DEPOSIT	0.00
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TAX DEPOSIT TOTAL	56,248.43
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TOTAL PAYROLL	391,330.24
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