

THURSTON COUNTY FIRE DISTRICT THREE

BOARD OF FIRE COMMISSIONERS

MINUTES OF THE MEETING

August 1, 2019

Present:

Chairman Wilson
Vice Chair Dobry
Commissioner Roberts
Commissioner Kirkbride

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 Hetzler was excused from this meeting.

II. APPROVAL OF THE AGENDA

MOTION: To accept the agenda as presented.

Motion: Commissioner Kirkbride

Second: Commissioner Roberts

Carried: Unanimous

III. HEARING OF THE PUBLIC /MEMBERS PRESENT

None.

IV. APPROVAL OF THE CONSENT AGENDA

A. Draft minutes of the July 18th, 2019 meeting of the Board of Fire Commissioners.

B. Warrants

- General Fund 001 (Acct#6630) checks numbered #21459 through #21474 in the amount of \$50,886.01
- 2017 Capital Improvement Project Fund 306 (Acct#6639) check numbered #21475 in the amount of \$27,142.47

C. Payroll

- Payroll #07B-19 in the amount of \$393,411.05

MOTION: To accept the consent agenda as presented.

Motion: Commissioner Kirkbride

Second: Commissioner Roberts

Carried: Unanimous

V. COMMITTEE REPORTS

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

Commissioner Kirkbride stated there was no report. Next meeting is August 21st and Commissioner Hetzler will be attending in his absence.

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

Chairman Wilson had no report, as there was not an August meeting.

Commissioner Roberts will be attending in her absence at their next meeting.

F. City / District Liaison

Chief Brooks reported that the next meeting will be held on August 20th at City Hall.

G. Thurston County Fire Commissioners Association

Chief Brooks reported that there will be a meeting/picnic held on August 20th.

H. Thurston Regional Planning Council (TRPC)

Chairman Wilson reported that there was no meeting this month.

I. Community Outreach Status Report

Staff

Chief Brooks provided the following updates:

- The District is onsite at the Thurston County Fair. Medic One increased presence this year and is doing Hands Only CPR training with new manikins.
- National Night Out will be Tuesday, August 6th. The District will be at Horizon Pointe Park from 5:30pm -8pm and Beachcrest HOA from 5pm-8pm.
- Capitol Metro Girls Camp will be held August 17th and 18th of the month.

J. Nisqually Tribe Status Report -

Chief Brooks reported he forwarded the agreement to CEO Ilayll with an effective date of July 23rd.

K. Capital Facilities and Equipment Activities

Chief Brooks provided the following updates:

- FEI Director Matt Chambers attended the Pre Submission Hearing for possible structure changes at Station 32. The District will need to initiate the Special Use Permit process. Currently, Station 32 is going through a gopher inspection.
- Commissioner Kirkbride asked information regarding the Special Permit Use process at Station 32 and previous conversations with the Nisqually Tribe regarding the building of a Public Safety Building in conjunction with the District.
 - Per Chief Brooks there have not been any new conversations regarding the building, however some beginning work had been done to conceptualize the potential project in the past.

VI. OLD BUSINESS

Chief Brooks provided the following updates:

- He issued an intent to award to the lowest apparent successful bidder for the Station 34 project, which was Jones & Roberts, at approximately \$6.4 million.
- Pre-construction meeting to take place on Monday, August 5th with ground breaking at Station 34 to begin mid-month.

MOTION: To authorize Chief Brooks to sign document A-101, a standard form agreement between owner and contractor, between Lacey Fire District 3 with Jones & Roberts Company, including Appendix's A-E:

Motion: Commissioner Kirkbride

Second: Commissioner Dobry

Carried: Unanimous

VII. NEW BUSINESS

A. Budget Adjustment for Member Recognition: Staff Report/Possible Action

- a. The Chief discussed incorporating member recognition awards and events to come out of the general fund budget. He proposed up to \$1,500 be made available for the September staff recognition event.

The budget adjustment was approved and authorized through a consensus of the Board.

B. Second Issuance of UTGO Bonds: Staff Report/Possible Action

- a. The Chief explained we are at or below budget target, of the 2017 initial issued amount of \$10 million to start on Station 34. He shared that staff discussed project timelines and the impact of the upcoming projects and apparatus purchases to our tax payers. To limit upcoming increases to apparatus purchases and to prepare for upcoming projects, he requested reengagement of the Bond Council and underwriters. He requested Board approval to reengage with the Bond Council to bring back a proposal for issuing the next round \$10 million at the end of this year.

Re-engagement of the Bond Council was approved and authorized through a consensus of the Board.

VIII. ADMINISTRATIVE REPORT

Chief Brooks gave the following updates:

- On August 6th, he will be assisting the Olympia Fire Department's final screening process for their Fire Chief position.
- He and Jeff Holguin will be presenting at Fire Chief's International Conference on August 9th.
- Capital Metro Girls Camp to begin on Saturday, August 17th. He extended an invitation to the Board to attend.
- Deputy Chief Dickson is finalizing surplus of an engine to Firefighters Across Borders.
- The other surplus fire engine is now serving Central Mason Fire in the Lake Limerick community.
- Dispatch Health is launching in Thurston County today. He shared that he met with all ALS agencies and received a brief overview of their services.

IX. COMMISSIONER COMMENTS

Commissioner Kirkbride stated he is excited to see that Dispatch Health is in our community. He mentioned that he will be out of town for the August 15th meeting.

Commissioner Roberts shared her thanks for District presence at the Thurston County Fair.

Commissioner Dobry stated he was glad to be back from his recent trip.

Commissioner Wilson stated she has been watching Active 911 and discussed some of the recent calls.

X. OTHER INFORMATION

A. Suggestion Box - none

B. Correspondence

- i. Received Thank You notes from individuals in the community
- ii. DC Cox reported that District responded to recent fatality fire
- iii. Battalion Chief Crimmins had a fire last Thursday morning which a resident was airlifted and we received information Sunday of an improved prognosis
- iv. Awaiting update on last week's water rescue

XI. HEARING OF THE PUBLIC / MEMBERS PRESENT – none

XII. REQUEST FOR EXECUTIVE SESSION

A. In accordance with RCW 42.30.110(g): To review the performance of a public employee

XIII. ADJOURNMENT

The executive session began at 6:15pm and ended at 6:25pm with no actions taken.

The Board of Fire Commissioners meeting adjourned at 6:28pm.

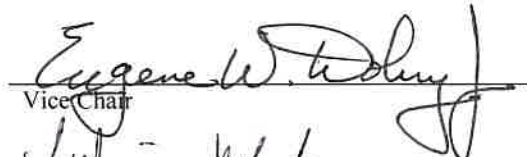
Next Regular Meeting: August 15, 2019 – 5:30 p.m.

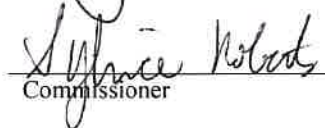


Chair


Commissioner

Commissioner



Vice Chair


Commissioner

ATTEST: District Secretary