

**THURSTON COUNTY FIRE DISTRICT THREE**

**BOARD OF FIRE COMMISSIONERS**

**MINUTES OF THE MEETING**

**August 6<sup>th</sup>, 2020**

Chairman Dobry  
Commissioner Roberts - Excused  
Commissioner Kirkbride  
Commissioner Hetzler  
Commissioner Motzer

The meeting was open to the public at Station 31 and via the Zoom meeting platform.

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

Chairman Dobry called the meeting to order at 5:30pm.

**II. APPROVAL OF THE AGENDA**

**MOTION:** To approve the agenda with a monetary adjustment to the New Business Item A: Pierce Truck Change Order.

Motion: Commissioner Hetzler  
Second: Commissioner Motzer  
Carried: Unanimous

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

- No public or members addressed the Board.

**IV. APPROVAL OF THE CONSENT AGENDA**

- General Fund 001 (Acct# 6630) checks numbered #22142 through #22162 in the amount of \$46,849.46
- 2017B Capital Projects Fund 307 (Acct#663B) a check numbered #22163 in the amount of \$4,995.60
- Payroll #07B-2020 in the amount of \$424,054.43

**MOTION:** To approve the consent agenda as published.

Motion: Commissioner Kirkbride  
Second: Commissioner Motzer  
Carried: Unanimous

- Commissioner Kirkbride noted that there was recorder error in how the vote was reflected in the minutes regarding Resolution 876-07-20: 2020 General Election Levy Lid Lift. He shared that the commissioner names should be removed from the vote, as it was not a roll call vote.
- Commissioner Kirkbride requested information as to the Target Solutions line item within the warrants.
  - Chief Brooks shared that the Target Solutions payment was an annual payment and the system houses District training records.
- Discussion took place regarding COVID reimbursements.

## **V. COMMITTEE REPORTS**

### **A. Thurston County Medic One - EMS Council**

Commissioner Kirkbride reported:

- No meeting in August. Next meeting is Wednesday, September 16<sup>th</sup>.

### **B. Thurston 9-1-1 Communications (TCOMM)**

Commissioner Motzer reported:

- Shared that there was no report, not enough items for meeting to take place.

### **C. City / District Liaison**

Commissioner Dobry reported:

- Meeting to take place Tuesday, August 18<sup>th</sup> via Zoom.

### **D. Thurston County Fire Commissioners Association (TCFCA)**

Commissioner Motzer reported:

- Next meeting is Tuesday, August 18<sup>th</sup>.

### **E. Thurston Regional Planning Council (TRPC)**

Commissioner Dobry reported:

- No report. Does not meet in August.

### **F. Community Outreach**

Chief Brooks shared:

- Community Outreach Coordinator Chris DeBell posted the District newsletter to the Next Door community platform, which reached ~9,000 people.

- District looking at creative ways to engage the public remotely via virtual experience and social media.

## **G. Capital Facilities and Equipment**

Chief Brooks shared:

- Station 34 is progressing well, actively grinding concrete floors, staining and some tile work is being done. There have been delays with getting the power and gas hook up through PSE. There is not an estimate on the time for installation.
  - Logistics Director Chambers shared that PSE did come out to Station 34 today and they had questions regarding how power was coming into the building. They are currently working with electrical engineers.
    - Commissioner Dobry inquired if there was a need to have the commissioners reach out to PSE.
      - Logistics Director Chambers shared that it is not needed at this time, however may be need in the future.
  - Chief Brooks invited the commissioners to do a walk-through of Station 34 to see the progress of the project prior to their August 20<sup>th</sup> meeting.
  - The District received word that the Station 33 annexation is going to the Boundary Review Board with the time period for public comment ending September 18<sup>th</sup>.
  - Team Red has been working with a vendor to have all station parking lots re-striped.
  - IT team working at Station 35 on the Station Alerting System, which was done in house so that the District could save on vendor installation and ongoing maintenance fees.
    - Commissioner Kirkbride inquired when the commissioners would be able to view the new system.
      - Chief Brooks stated that the system could be demonstrated at the New Station 34.

## **VI. OLD BUSINESS**

### **A. Planning and Response Updates for Pandemic: Staff Report**

Chief Brooks shared:

- An update on Thurston County COVID cases and deaths. He shared that Thurston County continues to trend lower and that on average there are ~3 individuals in the ICU at a time.
  - Discussion took place regarding COVID cases and deaths in Thurston County.
- The District received a first draft document from L&I regarding workplace masking at the end of last week that was similar to the prior version. Comments were submitted to L&I at the beginning of this week and the

District is awaiting their response.

- Member who was reported as testing positive at our last board meeting has been able to return to work, along with the other members who had been placed into quarantine.
- More recently the District had a member who was in close contact with an individual outside of work who tested positive for COVID-19. That member is currently in quarantine.
  - Discussion took place regarding quarantine duration.
    - Commissioner Dobry inquired if the District has a plan in place if many of our members need to quarantine at one time.
      - Chief Brooks shared that there was a regional plan in place to share resources in the instance where one fire district was not able to meet call demand.
  - Chief Brooks shared his thanks to Deputy Chief Dickson, Deputy Chief Schmidt and Cpt. Weiss, MSO for their work navigating COVID-19 impacts to the District.

#### B. November General Election Ballot Measure: Staff Updates

Chief Brooks shared:

- The District solicited for a Con committee on the District website. There were not any responses for the Con committee, so it was turned over to the County Auditor's office. Their window for submittal is open until next Tuesday for anyone to participate on the Con committee. Three individuals submitted for the Pro committee: Judy Wilson, Barbara Sovde, and Dave Ribacchi. The deadline to submit Pro and Con statements is Friday, August 14<sup>th</sup>.
- The Levy Lid Lift will be on the Ballot as Proposition 1. The District is awaiting confirmation of receipt of District documents from the Auditors office.
- Shared positive outcome of a similar ballot measure for East Olympia.

#### C. Tumwater Regionalization Study: Discussion/Potential Action

Chief Brooks shared:

- He has been in contact with the Tumwater City Administrator Doan, as there will be some upcoming leadership changes in the retirement of Fire Chief LaVielle. Assistant Chief Brian Hurley will be stepping in as Interim Chief. Chief Brooks shared that Tumwater expressed interest in meeting with the District and/or Olympia Fire Department. Additionally, he shared that the Board would be meeting tonight to discuss the Tumwater Regionalization

Study, and while Tumwater is navigating their leadership transition, that the District would be willing to take part in discussions.

Commissioner Kirkbride shared:

- That it was important to assist our fellow agencies the best way we can.

**MOTION:** That a letter be drafted and sent to the City Manager of Tumwater, informing the City that Lacey Fire District #3 after considerable review and analysis is not interested in further participation in the study of Regional Fire & Emergency Services entity.

Lacey Fire's decision is based on the Regional Fire & Emergency Services Study developed by Emergency Services Consulting International (ESCI), dated August 2019. During the past year ESCI provided further explanation, data and study edits.

The Lacey Fire District 3 Board of Fire Commissioners have not been able to determine that the creation of a Regional Fire & Emergency Services organization would have any measurable improvement of emergency services to the citizens of the fire district. In fact, the ESCI study states that additional funds, above the \$1.50 per \$1,000 assessed value will be required.

Motion: Commissioner Kirkbride

Second: Commissioner Motzer

Carried: Unanimous

- Discussion took place regarding the Regionalization Study and impacts of Regionalization as presented in the area and District. Commissioner Dobry and Commissioner Motzer shared their thanks to Commissioner Kirkbride for his work to review the study documents.
- Chief Brooks requested that in his role as Administrator for the District and as Thurston County Fire Chief's President that he continue to be at the table for discussions regarding the Regionalization study and to continue to foster relationships with Olympia and Tumwater.
  - Commissioner Kirkbride shared the Board's appreciation for Chief Brooks and his leadership role in the fire community.
- Commissioner Kirkbride requested that Chairman Dobry sign the letter to Tumwater's City Manager.

## **VII. NEW BUSINESS**

### **A. Pierce Truck Change Order: Discussion/Potential Action**

Chief Brooks shared:

- The original budgeted amount for the truck was \$1.4 Million and the original contracted amount was \$1.2 Million.

- The primary changes were due to additional rescue equipment and to align with new lighting standards.
- There was a revision to the change order on Line 24 for “Delete two HIVIZ FT-QL-X-9 lights at the tip...” where there was a positive amount listed of \$657.00, which was meant to be a negative amount of \$(657.00). The overall effect of the change resulted in a net change of \$1,314 for a total amount of \$23,432.00.
  - Commissioner Kirkbride inquired about the ladder camera cost.
    - Chief Brooks shared that the ladder camera allows crews to remotely adjust the tip of the ladder so that it has adequate clearance, placement next to a building, or for an unmanned waterway.
  - Commissioner Kirkbride inquired about the artwork to be placed on USB item cost.
    - Logistics Director Chambers shared that artwork referenced were the logoed stickers and that in the past the artwork was quoted to the District in the amount of \$1,700, while now placing the artwork on the USB is ~\$90. He shared that the benefit is that the District can have someone locally print artwork as needed rather than paying at higher cost to request artwork from the truck vendor.
  - Chief Brooks shared that the waterway valve that was added on this change order allows greater control of water at the ladder truck rather than the truck having to rely on another rig.

**MOTION:** To authorize Chief Brooks to sign the change order for the Pierce Ladder Truck in the amount of \$23,432.00 plus tax.

Motion: Commissioner Hetzler  
 Second: Commissioner Kirkbride  
 Carried: Unanimous

## VIII. ADMINISTRATIVE REPORT

Chief Brooks provided the following updates:

- Discussions to take place for the Open House/Ribbon Cutting process for the new Station 34.
- The District is evaluating how best to facilitate the yearly Lion’s Club event and chili lunch.
- Discussion took place regarding expenditures and revenues by fund year to date through July 31<sup>st</sup>, 2020.
  - The overall district Fund Balance as of July 31<sup>st</sup>, 2020 consisted of 57% Capital Funds, 40% General Funds, and 3% Bond Funds.

## COMMISSIONER COMMENTS

Commissioner Kirkbride – He shared that he would like to request that Lacey Fire District 3 have a permanent exhibit in the Lacey Museum and that \$50,000 be set aside in the 2020-2021 budget for planning of the exhibit in the Lacey Museum.

- Commissioner Hetzler inquired regarding the \$50,000 dollar amount.
  - Commissioner Kirkbride shared that it would be used to hire a consultant.
- Commissioner Dobry inquired as to what type of job duties the consultant would do.
  - Commissioner Kirkbride shared the LFD3 Consultant would partner with City of Lacey museum consultant.
- Discussion took place to further discuss the Lacey Museum and LFD3 exhibit at the next City District/Liaison Meeting.

Commissioner Hetzler – No comment.

Commissioner Dobry – He shared that he is thankful that the District is working to keep the community safe and that he is thankful that COVID-19 is not rampant in our community.

Commissioner Motzer – He shared that he looks forward to his upcoming family trip.

## IX. OTHER INFORMATION

### A. Suggestion Box/Correspondence – None.

Chief Brooks shared:

- A local State Farm agent made a donation to the District.
- Living Waters Church made a donation recognizing our firefighters.
- At the next meeting, Chaplain Dane Bauersfeld will be making a donation to the District.

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

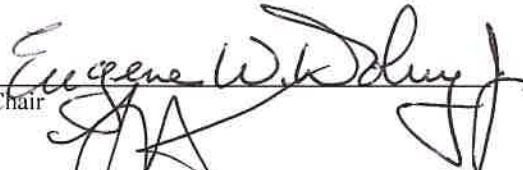
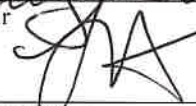
- Lt. Jim Greene addressed the Board on behalf of the Union. He thanked Chief Brooks and the rest of the Staff for putting the District in the position to run and pass the upcoming levy. He thanked the Commissioners who agreed to put the levy to the voters. The Union believes that the District has a good shot at passing the levy and that levies were successful throughout the state.


**ADJOURNMENT**

The meeting adjourned as of 6:41pm.

*Next Regular Meeting: August 20<sup>th</sup>, 2020– 5:30 p.m.*

*Available via remote meeting or possibly in person at Station 31, located at 1231 Franz St. SE.*

  
Chair  
  
Commissioner  
  
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Commissioner

  
Vice Chair  
  
Commissioner  
  
ATTEST: District Secretary