

THURSTON COUNTY FIRE DISTRICT THREE

BOARD OF FIRE COMMISSIONERS

MINUTES OF THE MEETING

November 5th, 2020

Chairman Dobry
Commissioner Roberts
Commissioner Kirkbride
Commissioner Hetzler

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

I. CALL TO ORDER / FLAG SALUTE

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

II. APPROVAL OF THE AGENDA

MOTION: To approve the agenda as published.

Motion: Commissioner Kirkbride

Second: Commissioner Roberts

Carried: Unanimous

III. PRESENTATION BY TWINSTAR CREDIT UNION

- Corinn Wohl and Jose Galvan Twin Star Credit Union is partnering with the District in supporting the Hendy Bear Program and Staff Recognition Event.

IV. HEARING OF THE PUBLIC /MEMBERS PRESENT

- Barbara Sovde addressed the Board regarding the levy and shared her thanks to everyone who worked on it.
- Dave Ribacchi shared his thanks to the people that participated in the Levy Lid lift and the support the District received. He shared that the Citizen's Advisory Committee will be preparing a report based on feedback received.
- Member Lt. Jim Greene thanked the staff and the Board for putting the Levy Lid lift on the ballot.
 - Commissioner Kirkbride thanked Lt. Greene for the Union's support.

V. APPROVAL OF THE CONSENT AGENDA

- General Fund 001 (Acct# 6630) checks numbered #22302 through #22321 in the amount of \$72,293.24

MOTION: To approve the consent agenda as published.

Motion: Commissioner Kirkbride

Second: Commissioner Roberts

Carried: Unanimous

VI. COMMITTEE REPORTS

A. Thurston County Medic One - EMS Council

Commissioner Kirkbride reported:

- EMS Council met on Wednesday, October 21st.
- Reported on the cardiac arrest survival rate. In 2019, the cardiac survival rate was 36% and in 2017 was 59%. TCMO is working to assess the reasons for the drop in survival rates. Noted that the group included in the data was 42 people.
- Decided to recommend to the County Commissioners to go the voters in the Primary Election in August 2021 for the EMS Levy restoration.
 - Discussion took place regarding the levy rate, the reasoning for the decision to do a levy restoration, and the levy language.
- Proposed guidelines for virtual meetings were presented and discussed.

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

Commissioner Hetzler reported:

- Next meeting Thursday, October 12th. Commissioner Roberts attending.

C. City / District Liaison

Commissioner Dobry reported:

- Met on Tuesday, October 20th.
- Discussed the new Station 34, Vehicle Repair Building, the return of normal level of District call volumes, the Tumwater Regionalization study and the Mullen Rd. annexation effective October 31st.
- Discussed Medic One Contract, the proposed Steilacoom Rd. annexation and related storm water issues, and the assessed value for new construction.
- Discussed COVID rates in our area and the impacts of working from home for City of Lacey staff members.

D. Thurston County Fire Commissioners Association (TCFCA)

Commissioner Dobry reported:

- The meeting took place on October 20th
- Radio replacements rolling out in May.

- Chief Brooks shared that TCOMM is providing new radios with individualized ordering beginning as early as next week.
- Revenues for the County have exceeded last year's revenues due to online retail sales.
- All officer positions had nominees with the vote to take place next month.
- Budget proposal to include no dues for all Districts.
- Next meeting set to take place on Tuesday, November 17th.
- Commissioner Kirkbride discussed the recent seminars attended.
 - Discussion took place regarding the seminars attended.

E. Thurston Regional Planning Council (TRPC)

Commissioner Dobry reported:

- Meeting to take place tomorrow Friday, November 6th.

F. Community Outreach

Chief Brooks shared:

- October Fire Prevention month was shared virtually online with area schools and through District social media.
- The November Community Dispatch was shared out via social media.

G. Capital Facilities and Equipment

Chief Brooks shared:

- New Station 34 completion date hard to anticipate, however currently planning on occupancy taking place on November 20th or 21st. District making decision on the 12th regarding opening.
 - Paving and concrete work is scheduled to take place on Monday, November 9th and will be subject to weather. If concrete work should take place on Monday, asphalt work will follow. Proposal from civil engineers for storm water system to assess grades for storm water system.
 - The property progressing well – plants and trees going in.
 - Refrigerator and Freezers which were ordered back in April have been delayed three times and won't be available until December 15th. May have to transfer older appliances to new station in the interim.
 - Cedar fencing due to arrive end of this week.
 - Commissioning balance testing today and should be completed by next week.

VII. OLD BUSINESS

A. Planning and Response Updates for Pandemic: Staff Report

Chief Brooks shared:

- COVID numbers are on the rise. A couple of members have had to test due to family exposures, but members are able to rapid test, and they have come back negative.
 - Commissioner Roberts inquired about hospitalizations in the area.
 - Chief Brooks shared that St. Peter's hospital reported steady increases to COVID numbers and chronically high levels of boarding patients in the emergency department.

B. Vehicle Repair Facility Permitting Process Updates: Staff and Legal Counsel

Chief Brooks shared:

- At the last meeting the Board had requested clarification regarding the Special Use permit for the Vehicle Repair Facility. Attorney Skip Houser reviewed the findings.
 - Attorney Houser shared that an amendment to the Special Use permit is not needed at this time and the District should be preparing for the pre-submission process, which Facility Director Chambers is currently doing. However it is possible that a Special Use permit or amendment may be required.

C. Commissioner Appointment Process: Staff Update/Discussion (Appendix A)

Chief Brooks shared:

- The timeline for appointment process per the 90-day rule would be appointment by December 15th.
 - Staff recommendation to look at the first December meeting or after the first December meeting to be completed under the time window.
 - Commissioner Kirkbride asked about timeline for a potential special meeting.
 - Skip Houser shared the statute language and process. Discussion took place regarding timeline and process.
 - Decided to review applications at the November 19th Board meeting and finalize interview process and to interview candidates at the December 3rd meeting. If a Commissioner is not appointed at the December 3rd meeting, the Board will schedule a special meeting to convening prior to the 90 day deadline.

D. Demo Rescue Unit Purchase Option: Staff Report/Potential Action (Appendix B)

Chief Brooks shared:

- Approximately ten change orders totaling ~\$7,000-\$8,000 for necessary modifications.
- Purchase order doesn't currently include change orders to ready vehicle for delivery. To be done by end of the month for delivery by tractor trailer in early December.
 - Commissioner Dobry asked about lettering and striping, and lighting.
 - Chief Brooks shared that only the custom door logo will be needed locally. He shared that a flood light and crane and light with camera will be added.
- Commissioner Roberts requested that the record reflect that this apparatus is well within budget.
 - Chief Brooks shared that this apparatus could be paid for from our Equipment and Repair fund.

MOTION: To authorize the Chief to sign a purchase order from True North Rescue Emergency Equipment for the purchase of a Light Rescue vehicle as spelled out within the contract with them and to spend not more than \$260,000 plus Washington state sales tax.

Motion: Commissioner Kirkbride

Second: Commissioner Hetzler

Carried: Unanimous

E. NEW BUSINESS

A. Lacey Museum & Civic Center Proposal: Staff Report/Potential Action (Appendix C)

Commissioner Kirkbride shared:

- The District received a proposal for a LFD3 permanent display to be kept up to date. The total cost to the city is \$77,000. The recommendation would be to contribute \$25,000 to the project.
- The Lacey Museum requested an engine in the Lobby.
 - Commissioner Dobry inquired about the amount of space would be provided for the LFD3 display.
 - Displayed history and items would be placed along the lobby walls and into the display area itself.

Chief Brooks shared:

- There was a placeholder in the 2021 budget for the display.

MOTION: To allocate \$25,000 in the 2021 budget for payment to the City of Lacey for participation in Exhibit development for the new Lacey museum.

Motion: Commissioner Kirkbride
Second: Commissioner Hetzler
Carried: Unanimous

B. 2021 District Budget Draft: Staff Report/Potential Action

Chief Brooks shared:

- The 2020 budget was based on \$18 million in property tax revenue, while the 2021 budget is based on \$20.4 million in property taxes.
 - We are estimating 3% in uncollectable property taxes for budget year 2021 due to potential of unforeseen economic challenges totaling \$632,283 going into 2021.
- Over \$400 million in new construction valuation anticipated in 2021.
- Overall \$31,329,629 revenue and in total expenditures \$27,272,539.
- 2021 budget will adjust \$25,000 for museum support.

Opened Public Hearing, and no comments from the public, therefore hearing was closed.

F. **ADMINISTRATIVE REPORT**

Chief Brooks provided the following updates:

- Thanked the community, staff, and Local 2903 for their support. Would like to post a thank you tomorrow and post a video next week on how levy monies are to be used.
- Provided Service Pins to members and recognized Commissioner Dobry's 10th year of service and Commissioner Roberts' 5th year of service.
- Chief Brooks shared his thanks to the Logistics team their work on Station 34 and his thanks to the IT team for their work to update the audio system in the Station 31 meeting room.
- Commissioner Roberts inquired about the Firefighters Charity Thanksgiving and Christmas event.
 - Chief Brooks shared the potential plan for both.

G. COMMISSIONER COMMENTS

Commissioner Kirkbride – He shared his thanks to the Citizen’s Advisory Committee and the Lacey community for their support. He shared that he would like to discuss the layout of the Voter’s pamphlet. He thanked Finance Director Hough for his work on the budget. He shared a recent experience regarding property in Detroit, OR which survived the recent wildfires.

Commissioner Roberts – She shared her thanks for all of the work on the levy and the Districts social media presence. She thanked Finance Director Hough for his work on the budget.

Commissioner Dobry – He is pleased that the voters passed the Levy Lid lift. He thanked Finance Director Hough for the ER&R fund resources so that the District would not have to use bond funds to purchase apparatus in the future.

Commissioner Hetzler – She shared her observation that there was a lot of participation from the Local for the levy and that she was grateful to them and the community for supporting the District. She thanked Finance Director Hough for his work on the budget.

H. OTHER INFORMATION

- o Suggestion Box/Correspondence
 - None.

I. HEARING OF THE PUBLIC / MEMBERS PRESENT

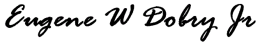
- Citizen Rick Kelling shared his thanks to the Board and the services the District provides the community.
- Finance Director Hough shared his thanks to the Board, and recognized the team around the financial planning at the District including Fire Chief Brooks, Deputy Chiefs Dickson and Schmidt, Logistics Director Chambers, HR Director Perrine and others who help plan the District’s budget.

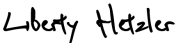
J. ADJOURNMENT

The meeting adjourned as of 7:48 pm.

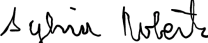
Next Regular Meeting: November 19th, 2020– 5:30 p.m.

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

DocuSigned by:

 Eugene W Dobry Jr
 Chair

DocuSigned by:

 Liberty Hetzler
 Commissioner

Commissioner

DocuSigned by:

 Sylvia Roberts
 Vice Chair

DocuSigned by:

 Frank Kirkbride
 Commissioner

DocuSigned by:

 Steve Brooks
 District Secretary