MINUTES OF FEBRUARY 17, 2015
REGULAR BOARD OF FIRE COMMISSIONERS MEETING

The regular meeting of the Pierce County Fire Protection District #27 Board of Fire Commissioners was held at 12207 Lake Josephine Blvd., Anderson Island, WA. Commissioner Dale Porterfield called the meeting to order at 4 PM. Commissioner Dave Albertson, Commissioner Colleen Adler, Chief Jim Bixler, Assistant Chief (A/C) Jay Wiggins, and Administrative Assistant (A/A) Julie Harter attended. Also in attendance: Amy Prisco, Nori Hashibe, Ken Ripley, Natalie Bates, Peter Seto, Linda Dugger, and Sunny Pepin.

READING AND APPROVAL OF MINUTES:

The minutes of February 17, 2015, Regular Board Meeting was presented. Commissioner Albertson made a motion to accept the minutes. Commissioner Adler seconded the motion. Motion passed.

REPORTS OF OFFICERS & BOARDS:

SECRETARY’S REPORT
Chief presented a copy of the Verification of 2014 Pension Form for the Chairman’s signature. Commissioner Adler inquired about requirements for participation. A/A Harter explained that requirements are spelled out in a WAC.

Chief presented the BVFF Report of Accident regarding FF C. Frye for Board signatures.

Chief presented correspondence regarding the Hazard Mitigation Plan. Commissioner Adler asked for a copy of the HMP to be forwarded to the commissioners.

REVIEW OF RESOLUTIONS
Resolution #2015-05 Payroll & Expense vouchers #27150075- #27150095 in the amount of $22,480.68 was available for review and discussion. After review and discussion, Commissioner Adler made a motion to approve. Commissioner Albertson seconded. Motion passed.

Resolution #2015-06 Adoption of Region 5 Hazard Mitigation Plan was available for review and discussion. After review and discussion, Commissioner Adler made a motion to approve. Commissioner Albertson seconded. Motion passed.
Resolution #2015-07 Transfer from Reserve in the amount of $22,480.68 was available for review and discussion. After review and discussion, Commissioner Albertson made a motion to approve. Commissioner Adler seconded. Motion passed.

**FINANCIAL REPORT**

The year-to-date 2015 budget for all funds was available for review. The cash balances are as follows to include the current invested amounts, January revenues, and February expenses:

<table>
<thead>
<tr>
<th>Fund</th>
<th>Cash</th>
<th>Invested</th>
<th>Current Cash Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Operating Fund</td>
<td>$2,837.92</td>
<td>$0-</td>
<td>$2,837.92</td>
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<tr>
<td>Reserve Fund</td>
<td>$294,163.29</td>
<td>$290,600.00</td>
<td>$3,563.29</td>
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<tr>
<td>GO Bond Fund</td>
<td>$4,928.50</td>
<td>$4,900.00</td>
<td>$28.50</td>
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Board reviewed and discussed budget items.

Commissioner Albertson commented that he will contact Air Care regarding individuals with no insurance.

**CHIEF’S REPORT**

Chief provided an update on C. Frye’s status and Comm. Adler extended her best wishes on behalf of the Board for a speedy recovery.

Brown’s Point returned our brush truck (2744) yesterday which they had borrowed for a number of years. Chief suggested declaring it surplus due to needing transmission work. He will look into selling it on Chief/Commissioner’s sites or state surplus. Commissioner Albertson motioned to surplus 2744 and Commissioner Adler seconded the motion. Motion passed.

We returned the WPFR loaner engine today and the idle reduction generator has been installed in 2711.

WPFR and Brown’s Point are interested in sharing the second boat. We are waiting to hear back from Paul Tinsley on possible additional departments.

Gym will need to be cleaned up prior to purchasing new equipment. Chief will have more information after tonight’s drill.

We are working on a new procedure plan for new volunteers with a checklist to keep it consistent.

Chief spoke to the state auditor’s office and Roger Ferris regarding attending the FDIC conference April 20-25. There were no problems from their end regarding Chief attending. Comm. Porterfield asked if there was adequate coverage at the station; Chief does not foresee a problem.

Due to our shortage of EMT’s, Chief spoke to Brown’s Point chief who is also an EMS instructor. He will work with us to try to put together an EMT class, possibly on AI or DuPont, with a target date of
June. He will also try to get Steve Wolffe certified as an SEI. We have 6-7 possible candidates for the class.

**TRAINING OFFICER REPORT**

A/C Wiggins reported that the regular training schedule will continue for the rest of the year.

Cpt. Ron Music will attend the WSFTO conference in Yakima next week. Although we have 3 members signed up to attend the EMS conference in Ocean Shores at the end of this week, we won’t have enough EMS coverage for all to attend. A/C Wiggins will not attend at all, but M. Miller and J. Hayes will take day trips.

Brown’s Point is interested in scheduling use of our burn building for training.

Commissioner Porterfield requested that Cpt. Music provide a report from his conference. He also asked if there were plans to cover the loss of Ben Harter as an EMT, firefighter and officer due to his recent employment with Du Pont. He has not yet submitted a formal resignation, so no action has been taken at this point.

**UNFINISHED BUSINESS**

Chief’s performance evaluation is now a closed item; Commissioner Porterfield and Chief will meet on Thursday, February 19, 2015. Comm. Porterfield asked Chief to rate himself and make notes, as well as an action plan for any deficiencies.

**NEW BUSINESS**

Commissioner Porterfield recognized Peter Seto and Natalie Bates (husband and wife) regarding a toxic waste disposal complaint filed by Chief Bixler with the P.C. Health Dept and the EPA. Comm. Porterfield had spoken with them last week and copies of minutes were provided from a special meeting with Chief held on February 9, 2015. Copies of an email from Mr. Seto to Chief were also provided.

Mr. Seto began with an explanation of how the complaint came about. He and Ms. Bates have an issue with how the complaint was filed and how Chief went about it. He received letters on January 26, 2015 for three violations; they refused to allow investigators on their property. Ms. Bates spoke about the nature of our small community and the importance of integrity and compassion for each other. She then relayed her past negative experience with a governmental authority.

Mr. Seto and Ms. Bates would like the Board, as well as Chief, to submit a letter to the county withdrawing the complaint and clarifying that it was meant as an inquiry only. The county is scheduled to inspect the property on February 23, 2015, so it is a time critical issue. Comm. Adler made clarification as to what they requested.

Comm. Albertson requested Chief’s perspective of the issue at hand. Chief explained that a community resident had asked what Mr. Seto was doing with biodiesel and about the amount of cars in his
driveway. Chief then contacted Dept. of Ecology to ask about biodiesel and was referred to the health department. (County Code Enforcement later contacted Chief to inform him that Mr. Seto had refused them access to his property.) After the meeting with Mr. Seto on February 9, 2015, Chief contacted Sharon Bell and was informed that the complaint could not be rescinded and that the DEQ and Health Dept. have started their own investigations.

Ken Ripley commented about a recent fire where a firefighter was injured due to disrepair and improperly stored items around the structure which created an increased hazard to the responders.

Ms. Bates commented that they were grateful for our volunteers and they had previously called for emergency assistance six times since their tenure here on Anderson Island.

Comm. Porterfield asked Mr. Seto why he was so concerned that the Health Dept. come out and perform an inspection. Both Mr. Seto and Ms. Bates declined to answer.

Comm. Albertson asked to see the proposed letter and Mr. Seto provided it for review. Comm. Albertson commented that he felt Chief should be the one to write a clarification letter, not the Board. He also disagreed with some of the language of Mr. Seto’s proposed letter.

Comm. Porterfield called for a 20 minute Executive Session at 5:40 p.m. regarding a complaint against personnel; A/C Wiggins was also invited to attend. The Board reconvened at 6:05 p.m. and announced that no decisions were made regarding the board taking action, however they would support Chief submitting a letter to Sharon Bell and Wayne Withrow, on station letterhead, via email and fax tomorrow morning.

Chief asked Mr. Seto and Ms. Bates if they have a formal complaint against him, as chief. They both indicated that they did not.

**PUBLIC INPUT**

Peter Seto raised concern over the toxicity of foam in the tender and how it was disposed of; his concern was for not contaminating the salmon stream. Comm. Porterfield explained that our rigs now have the water run through the engine and then the foam is added.

**2015 BOARD MEETING SCHEDULE**

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<thead>
<tr>
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<th>Time</th>
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<tbody>
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<tr>
<td>March 16, 2015</td>
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<tr>
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<tr>
<td>July 20, 2015</td>
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ADJOURN
There being no further business, the meeting adjourned at 6:20 p.m.

APPROVED:

ATTEST:

Colleen Adler, Commissioner

David Albertson, Commissioner

Dale Porterfield, Commissioner

James R. Bixler, Secretary to the Board