MINUTES OF NOVEMBER 6, 2017
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 4:00 PM. Commissioner Colleen Adler, Commissioner David Albertson, Chief Jim Bixler, Assistant Chief (A/C) Jay Wiggins, and Administrative Assistant (A/A) Julie Harter attended. Also in attendance: Ron Music.

READING AND APPROVAL OF MINUTES:

The minutes of October 16, 2017 Regular Board Meeting were presented. Commissioner Adler made a motion to accept the Minutes as written. Commissioner Albertson seconded. Motion passed.

REPORTS OF OFFICERS & BOARDS:

SECRETARY’S REPORT

We received thank you notes from the elementary school.

BVFF pension paperwork and the 2018 Health Care Application were presented to Commissioner Porterfield for signature.

The memorial for Steve Wolff is scheduled for December 2nd at 3pm. It’s being held at the AICF Church.

REVIEW OF RESOLUTIONS

Resolution #2017-33 Payroll & Expense vouchers #27170450- #27170465 in the amount of $15,702.77 was available for review and discussion. After review and discussion, Commissioner Albertson made a motion to approve. Commissioner Adler seconded. Motion passed.

CHIEF’S REPORT

The audit is almost completed. We are trying to set up for an audit exit meeting to coincide with our next regular meeting.

We’ve been working on the firefighter banquet. The catering will be provided by Snuffins Catering and is being held in the new AIHS archival building on Tuesday, December 5, 2017.
We recently had to replace our washer/dryer and will need to surplus the old units at a zero value. Commissioner Adler made a motion to surplus the old units for zero value. Commissioner Albertson seconded. Motion passed.

**TRAINING OFFICER REPORT**

Our regular training is ongoing. We’re working on next year’s schedule and are also planning for an EMT class in 2018.

Our CPR class is coming up on November 18.

**UNFINISHED BUSINESS**

SCBA: We were going to purchase through a company out of Texas; however, when we inquired with the Auditor we were told that particular company has had problems with documentation. We were told it would be a risk if we ended up purchasing through them.

Turnouts: We have not yet decided on the turnouts. If we end up going out to bid for the SCBA’s then we’ll end up going out to bid for the turnouts as well. Commissioner Albertson commented that the SCBA and turnouts must come first before any other projects.

Building: We’ve decided against the attic trusses, as it would add 10-15K more to the overall cost. We are still working with the architect. It turns out that we need to sprinkle the sleeping quarters. Commissioner Porterfield asked about metal vs wood. A/C Wiggins reported that the costs are close and we may ask a representative from the metal building company to come and meet with us.

Point System: The revised draft of the new policy was reviewed and discussed. There was some discussion about using the carryover volunteer reimbursement as a bonus. Chief commented that we may have to come up with something else instead of a bonus. After discussion, Commissioner Adler made a motion to approve Policy #1961. Commissioner Albertson seconded. Motion passed.

Budget: There was review and discussion of the third budget draft for 2018. Resolution #2016-29 was also reviewed and discussed. The Board would like to revise Resolution #2016-29 with some wording changes.

Commissioner Adler made a motion to approve this version of the budget for 2018. Commissioner Albertson seconded. Motion passed.

Banquet: The Commissioners have decided to start presenting a Commissioners Award to those volunteers and/or staff that they feel go up and above.
**NEW BUSINESS**

Commissioner Adler commented that WPFR is surplusing two (2) 15kw generators for $1,000 minimum bid and the bidding closes on November 17th. Chief commented that those are very large generators that would be used to power a fire station. They are not household size.

Chief informed the Board that South Sound 911 is scheduled to make a visit here on Tuesday, November 21st.

**PUBLIC INPUT**

None.

**2017 BOARD MEETING SCHEDULE**

The Board has changed the November 20, 2017 meeting to begin at 3PM so that we can hold our audit exit conference before our regular meeting.

- November 20, 2017 3:00 PM
- December 4, 2017 4:00 PM
- December 18, 2017 4:00 PM

**ADJOURN**

There being no further business, the meeting adjourned at 6:22 PM.

**APPROVED:**

---

**ATTEST:**

Colleen Adler, Commissioner

David Albertson, Commissioner

Dale Porterfield, Commissioner

---

James R. Bixler, Secretary to the Board