MINUTES OF NOVEMBER 20, 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 Dave Albertson, Commissioner Colleen Adler, Chief (A/C) Jay Wiggins, and Administrative Assistant (A/A) Julie Harter attended. Also in attendance: Jeff Hayes, Arron Reynolds, and Ron Music.

READING AND APPROVAL OF MINUTES:

The minutes of November 6, 2017 Regular Board Meeting was presented. Commissioner Adler made a motion to accept the minutes. Commissioner Albertson seconded the motion. Motion passed.

REPORTS OF OFFICERS & BOARDS:

SECRETARY’S REPORT

Signature required from Commissioner Porterfield for the upcoming closing on our Bond.

Commissioner Porterfield also signed the BVFF form for former volunteer, John Larsen.

REVIEW OF RESOLUTIONS

Resolution #2016-29 Revised Resolution Re: Reserve Fund was available for review and discussion. After review and discussion, Commissioner Adler made a motion to approve. Commissioner Albertson seconded. Motion passed.

Resolution #2017-34 Payroll & Expense vouchers #27170466- #27170487 in the amount of $26,909.42 was available for review and discussion. After review and discussion, Commissioner Adler made a motion to approve. Commissioner Albertson seconded. Motion passed.

Resolution #2017-35 2018 Budget Certification and Resolution was available for review and discussion. Commissioner Adler made a motion to approve. Commissioner Albertson seconded. Motion passed.
**FINANCIAL REPORT**

The year-to-date 2017 budget for all funds was available for review. The cash balances are as follows to include the current invested amounts, October revenues, and November 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>$85,394.08</td>
<td>$50,000.00</td>
<td>$35,394.08</td>
</tr>
<tr>
<td>Reserve Fund</td>
<td>$316,745.84</td>
<td>$316,000.00</td>
<td>$745.84</td>
</tr>
<tr>
<td>GO Bond Fund</td>
<td>$446.91</td>
<td>$-0-</td>
<td>$446.91</td>
</tr>
</tbody>
</table>

There was some discussion about how the Bond money will be handled when it comes in. A/A Harter reported that she spoke with the Auditor and was advised that we should have the Bond money placed in our Capital Fund so that expenses are tracked in one location.

**CHIEF’S REPORT**

In Chief’s absence A/C Wiggins gave tonight’s report. The storm last week kept us busy for a couple of days. There were several downed trees and only one lineman on the first day.

The boat went in for repairs last week. The new motor is in and we have had to order new coils because the new engine did not come with coils.

**TRAINING OFFICER REPORT**

We held a CPR class for the public over the weekend. It was well attended.

There will be an EMT class next year. Training Chief Music reported that his plan is to begin in March and end in May. Currently, we have 7 members expected to take the class. He will be submitting his schedule to the County sometime in January.

**UNFINISHED BUSINESS**

SCBA: We are trying to buy on a state contract and have a registered retailer to service them. A/C Wiggins is waiting to hear back on that and will report back.

Turnout: We have the possibility of getting them on a state contract through Kent. If we can do that then we won’t need to go out to bid. A/C Wiggins is waiting to hear back on that and will report back.

Building: It has been determined that we will need to sprinkle the converted living quarters. Commissioner Adler commented that she spoke with the person at WPFR and their metal building. They reported that they have not experienced any problems with the metal building and have been very happy with it.

Commissioner Porterfield commented that we may need to obtain a certification of our drainage system when we apply for the permit. That could be extremely expensive if we need to obtain a certification. A/C Wiggins commented that our architect has never mentioned that, and he will look into it.
Commissioner Conference Report:  Tabled.

NEW BUSINESS

None.

PUBLIC INPUT

None.

2017 BOARD MEETING SCHEDULE

The Audit Exit Meeting has been scheduled for December 4, 2017 and will begin at 3:00 PM.

December 4, 2017   3:00 PM  
December 18, 2017  4:00 PM  

ADJOURN

There being no further business, the meeting adjourned at 5:04 PM.

APPROVED:

ATTEST:

____________________________________
Colleen Adler, Commissioner

____________________________________
David Albertson, Commissioner

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Dale Porterfield, Commissioner

____________________________________
James R. Bixler, Secretary to the Board