

Chief
James R. Bixler

Assistant Chief
Jay Wiggins



Commissioners:
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MINUTES OF NOVEMBER 6, 2018 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 3:00 PM. Commissioner Colleen Adler, Commissioner David Albertson, Chief Jim Bixler, Assistant Chief (A/C) Jay Wiggins, and Administrative Assistant (A/A) Ramona Wheeler attended. Also in attendance: Jeff Hayes and Dan Wheeler.

READING AND APPROVAL OF MINUTES:

The minutes of October 16, 2018, Regular Board Meeting were presented. Commissioner Albertson made a motion to accept the Minutes as written. Commissioner Adler seconded. Motion passed.

REPORTS OF OFFICERS AND BOARD:

SECRETARY'S REPORT

No correspondence.

REVIEW OF RESOLUTIONS

Resolution #2018-44 Payroll & Expense vouchers #27180515 #27180537 in the amount of \$26,632.23 was available for review and discussion. After review and discussion, Commissioner Adler made a motion to approve. Commissioner Albertson seconded. Motion passed.

Resolution #2018-45 Transfer from Reserve to Operating amount of \$2,185.61 was available for review and discussion. During discussion it was determined that the resolution did not have appropriate verbiage to reflect a transfer to cover expenses for the new brush truck. After review and discussion, the Board decided to table this resolution for correction, until the next meeting.

CHIEF'S REPORT

Brush Truck Progress: Work continues to move forward on the new truck; wiring has been run throughout the vehicle and sirens are now installed, and emergency lights are mounted and functioning. Vinyl logos have been ordered for the vehicle sides and, if everything goes according to schedule, the truck should be road-ready shortly.

Downed Power Lines: We have experienced quite a few downed trees recently, which have fallen on powerlines and interrupted electrical service as well as blocking roadways. Tanner Electric is short one lineman on the island and has been taking a bit longer to respond than usual, requiring longer involvement to our team. In one recent incident, we responded to a downed power line around 11:00 p.m. We offered to pick up the Tanner crew on Marine 27 and brought them to the island to complete critical work and restore power.

Vehicle Accident: During a different incident with a downed powerline, one of our vehicles was involved in an accident. We placed rigs with full flashing lights at each end of the roadway, to safely secure the area. Captain Hayes had pulled his vehicle forward a few feet to allow Tanner's equipment truck through, and Hayes then moved to reposition his vehicle to secure the area again. However, a car was behind Tanner's rig and attempted to dart around behind Hayes before he got back into position. We will formally file an official report regarding the incident.

VHF Transmitter Issue: During power outages on the island, the VHF transmitter is affected our pagers do not work. We will contact South Sound 911 to report the situation toward finding resolution. When this happens to our pagers, most of our volunteer team receives notification via the smartphone app.

TRAINING OFFICER REPORT

In mid-October we conducted a live fire training with new recruits. We had five people go through the training scenarios with officers, and there were no issues during the burn. Unfortunately, our volunteer numbers have not gone up, as four members have left the team over the past six months.

Planning is underway for the upcoming year, and we are beginning work on our schedule with discussions involving personnel and need for team members in the areas of: Fire Suppression, Emergency Medical Services, and Marine Crew.

FIRE PREVENTION OFFICER REPORT

To date we have distributed and/or installed a total of 2,142 smoke detectors. This total includes our current door-to-door approach, during which our team has been able to place 466 smoke detectors. One of our volunteers gave out 215 by himself; the \$3.25 stipend puts him at nearly \$700, which he will be donating to the Nehemiah Round-up, a fundraiser for a sick infant to help cover medical treatment.

UNFINISHED BUSINESS

Building: A/C Wiggins spoke with architect Dan Kinkella and reports the engineer is designing the drainage system. According to Kinkella, they anticipate submission by next week, barring any unforeseen problems. Chief Bixler commented that a rough estimate has been obtained for the project and learned that one of the cost challenges in construction is the requirement we will have to conform to prevailing wage levels. However, sub-contractors do not have to charge prevailing wage. Commissioner posited that if we split the two projects up, building remodel and new building construction, then we may not have to bid with prevailing wage. Chief will research the feasibility; however, we may still have to abide by the prevailing wage requirement even if we split the project, because it is a capital project. Commissioner Adler inquired whether we will be paying sales tax on the project. Chief stated that the last time we completed a building project we paid sales tax at 7.8%.

LED Lights: A/C Wiggins commented that he talked to a light contractor who stated that he sent information to Tanner and is waiting for a response. We will follow-up.

Future Boat Moorage: Chief continues to research the feasibility of this project and recently learned from a reliable source that the new owner of the property might be amenable to the idea of an agreement.

Snure: Commissioner Porterfield provided the Board with handout packets from the seminar and stated that the seminar had provided valuable information.

Website Upgrade: A/A Wheeler reported obsolete information has been removed from the website. We are working with Thomas Van Nuys, who provides our technical support. The project will require migrating the current public-facing website onto a new platform within SharePoint, which we already use for our intranet. Chief commented on the need for additional information and requested commissioners to submit photos and bios for inclusion on our website.

NEW BUSINESS

Six-Year Revenue and Expense Review: Board will review the six-year report of tax revenues and operating expenses, at the Special Meeting scheduled for November 7, 2018.

Ketron Island Fire: Commissioner Adler commented on the Ketron Island fire and the efforts PCFD 27 provided for fire suppression. The question came up whether there would be any reimbursement. A/C Wiggins stated that our response as a fire district was in direct support West Pierce, not just Ketron Island. Commissioner Porterfield suggested it might be time to set up another meeting with Lakewood.

Ferry to Hospital Transports: Direct transports to the hospital were up to eight as of this meeting, which is an increase of two in the last month. Chief commented that one of those transports began as a possible heart patient, and the medic opted to ride in our ambulance to the hospital while he monitored our patient, thus freeing up their West Pierce medic unit for ALS calls. Discussion ensued regarding transport issues and billing feasibility. Commissioner Porterfield commented that San Juan had started billing right away, even though it was a low number (45-50 transports). Rationale was that it still provides San Juan with some revenue, and they are now over 100 transports, which are a substantial distance. Commissioner Porterfield commented that we may want to consider transport billing in the future.

PUBLIC INPUT

None.

2018 BOARD MEETING SCHEDULE

December 3, 2018	3:00 PM <i>Monday</i>
December 18, 2018	3:00 PM

2019 BOARD MEETING SCHEDULE

January 2, 2019	3:00 PM <i>Wednesday</i>
January 15, 2019	3:00 PM

February 5, 2019 3:00 PM
February 19, 2019 3:00 PM
March 5, 2019 3:00 PM
March 19, 2019 3:00 PM

ADJOURN

There being no further business for discussion, the meeting adjourned at 4:40 PM.

APPROVED:

ATTEST:

Colleen Adler, Commissioner

David Albertson, Commissioner

Dale Porterfield, Commissioner

James R. Bixler, Secretary to the Board