

Chief
James R. Bixler

Assistant Chief
Jay Wiggins



Commissioners:
Colleen Adler
David Albertson
Dale Porterfield

Phone: (253) 884-4040

12207 Lake Josephine Blvd.
Anderson Island, WA 98303

Fax: (253) 884-4057

MINUTES OF JULY 2, 2019 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: Division Chief (D/C) Ron Music and Jeff Hayes.

READING AND APPROVAL OF MINUTES

The minutes of June 18, 2019, Regular Board Meeting were presented. Commissioner Albertson made a motion to accept the Minutes as written. Commissioner Adler seconded. Motion passed.

REPORTS OF OFFICERS & BOARDS

SECRETARY'S REPORT

Secretary to the Board introduced the Marina Tenant Agreement from Oro Bay Properties to finalize arrangements for the side-tie moorage of the District's fireboat. Board Chairman Porterfield signed the agreement on behalf of the Board of Fire Commissioners.

In addition, the Secretary to the Board reported the renewal of the mutual aid agreement issued through the Washington State Department of Social & Health Services for McNeil Island, in conjunction with Pierce County. Through the County Program Agreement, Anderson Island Fire/Rescue agrees to provide support for fire suppression, emergency medical equipment services, and personnel.

REVIEW OF RESOLUTIONS

Resolution #2019-22 Volunteer Q2 Reimbursement vouchers #27190277 – #27190301 in the amount of \$10,158.50 was available for review and discussion. After review and discussion, Commissioner Adler made a motion to approve. Commissioner Albertson seconded. Motion passed.

Resolution #2019-23 Payroll & Expense vouchers #27190302 – #27190321 in the amount of \$65,804.41 was available for review and discussion. After review and discussion, Commissioner Albertson made a motion to approve. Commissioner Adler seconded. Motion passed.

Resolution #2019-24 Transfer from Reserve into Current Expense Fund in the amount of \$45,235.32 was available for review and discussion. After review and discussion, Commissioner Albertson made a motion to approve. Commissioner Adler seconded. Motion passed.

July 2, 2019

Page 1 of 3

CA _____
DA _____
DP _____

FINANCIAL REPORT

The May 2019 financials for all funds was available for review. The cash balances are as follows, to include the investments and expense amounts through May:

FUND	CASH	INVESTED	CURRENT CASH BALANCE
Current Expense Fund	\$255,684.53	\$9,508.40	\$265,192.93
Reserve Fund	\$37,488.15	\$191,849.35	\$229,337.50
G.O. Fund	\$66,166.93	\$4,038.92	\$70,205.85
Capital Project Fund	\$78,023.63	\$701,875.32	\$779,898.95

CHIEF’S REPORT

New Command Vehicle: The 2019 Tahoe has arrived and is response ready. We have taken the viable emergency lights and equipment off the Suburban to the degree that is feasible and installed it onto the Tahoe.

Wildland Protection: We are still waiting on the Department of Natural Resources team to schedule a site-visit to the island sometime after the upcoming July 4 holiday.

Parks and Recreation District: Due to the busy summer season, our meeting with members of the island’s Parks and Recreation District is currently on hold.

Fire Safety Burn Ban: Pierce County Fire Marshall issued a county-wide burn ban that went into effect Monday, July 1, 2019, at 8:00 a.m. We have publicized the information and worked to educate islanders that this burn ban applies to all land clearing and yard debris outdoor burning. At this time, the ban does not include small recreational fires; people on Anderson Island can still enjoy using dried firewood in established fire pits with stone or metal rings.

Independence Day Duty: Each year the District works to establish a public safety presence on Villa Beach Road on July 4. We plan to have a fire engine, an aid car, and two brush trucks on site and will use District apparatus to close the road around dusk, to help protect residents celebrating in the vicinity.

TRAINING OFFICER REPORT

We have an Officers Meeting scheduled tonight (July 2, 2019) to conduct strategic planning for the holiday week response. This week we brought two seasonal adult volunteers onboard for the summer; one is currently a qualified EMT, and the other previously served as one of our volunteer cadets.

UNFINISHED BUSINESS

Capital Building Project: Chief Bixler provided an update on the progress of our Permit Application. Although some of the WAC 296 fire station construction requirements will not apply to our building and remodel project, Pierce County has requested blueprints for the garage and detailed descriptions for apparatus that will be housed there, as well as weight calibrations for items that will be stored in the mezzanine.

A/C Wiggins went to Pierce County offices and met with Fire Marshall Warner Webb to follow-up on finalization of the waiver regarding fire hydrant distances from structures on District property. As a result, we now have written confirmation that the waiver has been granted for our building project, which will satisfy one of the permit application requirements.

In addition, A/C Wiggins reported that the County building department was attempting to apply a “new construction” energy code requirement for sleeping quarters. Once we informed officials that the portion of our project in question is actually the remodel of an existing building, the County worked with us toward a viable solution, which includes adding more insulation and installing windows that will help meet the rating requirements. A/C Wiggins has been working with the architect toward completing the adjustments.

Future Boat Moorage: Chief reported that the Sherriff’s office and the head of Pierce County planning are favorably interested in the District’s moorage project, and a meeting has been scheduled for further discussion and strategic planning, on Wednesday, July 17, 2019. It had been recommended that we work with a company that could provide engineering consultation to establish proof of concept for the dock project. A good consultant would be able to guide us through the process and could assist us in identifying funding. Commissioners agreed; getting a consultant onboard during the initial phase would be ideal if costs are feasible. Chief will follow-up on potential leads.

Policy Update: No new report.

Website Upgrade: No new report.

NEW BUSINESS

Commissioner Adler commented that the District should surplus its Suburban now that the new command vehicle has arrived. Commissioner Albertson agreed and motioned for the Suburban to be surplusd; Commissioner Adler seconded. Motion passed.

PUBLIC INPUT

None

2019 BOARD MEETING SCHEDULE

Jul 16, 2019	3:00 PM
Aug 6, 2019	3:00 PM
Aug 20, 2019	3:00 PM

ADJOURN

There being no further business for discussion, the meeting adjourned at 5:00 PM.

APPROVED:

ATTEST:

Colleen Adler, Commissioner

David Albertson, Commissioner

Dale Porterfield, Commissioner

James R. Bixler, Secretary to the Board