



**SOUTH BAY FIRE DEPARTMENT  
THURSTON COUNTY FIRE PROTECTION  
DISTRICT 8**

3506 SHINCKE RD. NE OLYMPIA, WA 98506  
TELEPHONE: 360-491-5320 • FAX: 360-438-0523

MINUTES of the Special meeting held September 2, 2011. Board members present were Commissioners Small, Parsons and Getchman. Assistant Chiefs Kessel and LeMay were also present. The meeting was called to order at 6:05 am.

The purpose of the meeting is to review and discuss driveway issues for the proposed new fire station on 78<sup>th</sup> Avenue East, Bond election objectives and critique the August 29<sup>th</sup> workshop.

August 29<sup>th</sup> Workshop: Although there was positive information provided and public questions were addressed, the meeting was not a productive workgroup. Following the next workshop on September 7<sup>th</sup>, this group will conclude and an "exterior design task force" will be appointed at a future date. Community members surrounding the 78<sup>th</sup> Street property and at least several others (six to eight total members) will be invited to join an exterior design task force with the intention of discussing landscape, lighting, noise abatement, exterior finish/paint and roof color for the new fire station.

Driveway Issues: Neighboring resident Mr. Wakefield, who owns the property adjacent to the tentative new driveway, has been contacted and is agreeable to a driveway easement on his property. Chief VanCamp has contacted legal counsel to draw up paperwork. Assistant Chief Kessel will lead the easement negotiations process.

Executive Session:

At 7:00 am the regular meeting adjourned to executive session. The purpose of the session was to review negotiations of public easement contract. Estimated time was thirty minutes. At 7:30 am the executive session concluded and the regular meeting convened.

Driveway Negotiation Objectives: Following the Executive Session, Assistant Chief Kessel was directed to begin negotiations with Mr. Wakefield by September 6<sup>th</sup> and complete by September 13<sup>th</sup>, and to provide an update report at the September 8<sup>th</sup> Board meeting.

Negotiation parameters for the easement agreement contract were outlined. If these parameters are not suitable, Assistant Chief Kessel will meet with the Board to discuss further negotiation parameters before proceeding with final easement agreement.

- Possible negotiation parameters include:
  - Leave and use the driveway as it currently is
  - Agree to pave to our driveway and maintain it
  - Agree to not increase vehicle use beyond current use of a couple vehicles per week
  - Pave to the end of our property line on 1st lot
- Begin Thurston County approval process for changes to the driveway location by September 6<sup>th</sup> with tentative approval by September 13<sup>th</sup>.

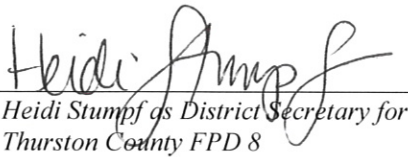
Bond Objectives: Chief VanCamp lead

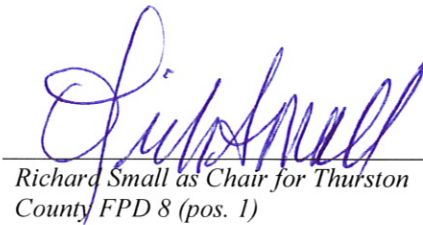
- Reorganize the 31-member Citizens Advisory Task Force for the purpose of providing factual information on the Bond and Fire Station project - to be completed by September 15<sup>th</sup>. (BVC)
- Begin contact with local community homeowners' groups by September 5<sup>th</sup> and provide factual information on the Bond and Fire Station project - to be completed by September 30<sup>th</sup>.
- Review pro and con statements regarding the Bond issue and confirm accuracy; prepare a Fact Sheet to refute inaccuracies and provide factual information on the Bond and Fire Station project by September 15<sup>th</sup>. (BVC & GK)
- Outreach to the general public will include:
  - Clarify a public relations/staff plan by September 9<sup>th</sup> (BVC)
  - Mail a fact sheet to residents by September 30<sup>th</sup> (HS)

- Provide a media release for the October 4<sup>th</sup> Public Meeting no less than one week prior to the 4<sup>th</sup> (HS)
- Prepare and mail a newsletter prior to October 12<sup>th</sup> (HS)
- Mail the Bond Information Brochure prior to October 12<sup>th</sup> (HS)

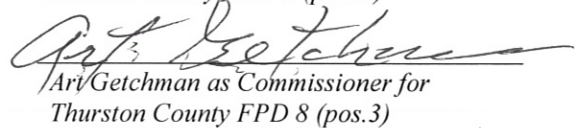
Final Comments: The Board agreed that providing accurate Bond facts is the highest priority for management.

Adjourn: The Board announced that next regular meeting will be held on Thursday, September 8th, 2011, beginning at 8:30 am and will be held at Station 8-1. There being no further business the motion was made and seconded to adjourn. The motion was passed and the meeting adjourned at 9:07 am.

  
Heidi Stumpf as District Secretary for  
Thurston County FPD 8

  
Richard Small as Chair for Thurston  
County FPD 8 (pos. 1)

Ken F. Parsons, Sr., as Commissioner for  
Thurston County FPD 8 (pos. 2)

  
Ari Getchman as Commissioner for  
Thurston County FPD 8 (pos.3)