



**Thurston County Fire Protection District 8  
Board of Fire Commissioners' Meeting  
September 13, 2022**

MINUTES of the regular Board meeting held September 13, 2022, at the South Bay Station 8-1 and remotely using Zoom. Commissioners Kilpatrick, Biven, Harper and Long as well as Chief VanCamp, Assistant Chief LeMay and Secretary Stumpf were in attendance. Commissioner Zvirzdys and Battalion Chief McBride participated remotely. The meeting was called to order by Vice Chair Kilpatrick at 5:30 pm.

**Chief's Report:** Using a handout, Chief VanCamp presented the August 2022 Monthly Report. Assistant Chief LeMay provided an update on staffing and recruitment. He explained some challenges we are currently facing that include staff out on quarantine; one member out on L&I; and no volunteer applicants at this time. He shared that we recently interviewed three applicants for the career firefighter position. Questions were asked for clarity.

**Draft 2023 Budget Policy Direction:** Using a handout, Chief VanCamp reviewed the draft 2023 Budget Policy Direction, focusing on the three Goals. He requested input from the Board and noted that this document will be up for approval at the next regular meeting.

**Facilities & Apparatus Update:** Battalion Chief McBride provided an update on facilities and equipment that included the following:

- A request for a new air-fill station at the North Olympia Station 8-3. This will be revisited at the next Board meeting.
- A roof leak at the Johnson Point Station 8-2. He's received three repair quotes ranging from \$19K-\$24K. This expense has not been budgeted for this year. A lengthy discussion ensued. Following the discussion, he recommended the bid from "Preferred Roof Services," for roof repair and new gutters in the amount of \$19,779 plus tax. Commissioner Zvirzdys moved to approve the request as presented; Commissioner Bivens seconded the motion. The motion passed with four votes; Commissioner Harper abstained.
- Questions for clarity were asked regarding upgrades to the septic systems at the South Bay Station 8-1 and North Olympia Station 8-3. Since there's no urgency, it's recommended that this project be packaged with the fire protection system at North Olympia Station 8-3 and be bid next year.
- A request was made to accelerate the purchase of a Type 1 engine (that is budgeted for next year). It is estimated that it could take up to 36-months for the vehicle; however, there is a cost increase of 6.5% at the end of October. Also, if we paid upfront, we could save \$50K. Questions for clarity for discussed. Battalion Chief McBride will forward the quote to the Board and he asked them to email him any questions. He will ask for approval at the next Board meeting.
- Commissioner Harper requested an updated copy of the Capital Repairs and Replacement schedule.

**Secretary Report:**

**Minutes of Previous Meeting** – Secretary Stumpf presented the minutes of the regular meeting dated August 9th for approval. Following a brief discussion, Commissioner Long moved to approve the minutes as presented; Commissioner Harper seconded the motion. The Board unanimously approved the minutes as presented.

**Approval of Warrants** - Warrants as audited and certified by the auditing officer, as required by RCW 45.24.080 and those expenses reimbursement claims certified as required by RCW 425.24.090, have been recorded on a listing which has been made available to the Board with the last month's meeting

minutes. As of September 13, 2022, after extensive review and discussion regarding the expenses, Commissioner Bivens moved to approve all warrant as presented. Commissioner Long second the motion. The Board unanimously approved payment of warrants included in that list and further described as follows:

<b><u>General Fund (6680)</u></b>	Warrants 20335-20349	totaling \$23,266.32
	Warrants 20351-20361	totaling \$14,943.23
	Warrants 20371-20380	totaling \$5,685.07
	Warrants 20381-20388	totaling \$5,587.87
	Warrants 20389-20403	totaling \$17,403.42
<b><u>Payroll Fund (6680)</u></b>	Warrants 20363-20370&EFT8-26a-z	totaling \$215,942.37
<b><u>CR&amp;R Fund (6681)</u></b>	Warrants 20350 & 20362	totaling \$11,176.03

**Announcements:**

Secretary Stumpf reminded the Board of the WFOA Conference in Spokane, being held October 26-29.

**Commissioners' Comments:**

- Commissioner Harper commented on financial options for a ballot measure and suggested we hold a workshop.
- Assistant Chief LeMay commented that he gained insight from West Thurston on the failure of their recent ballot measure.
- Chief VanCamp commented that our preliminary assessed values have grown by 20%; however, we are unable to receive those additional funds since we are limited by statute.

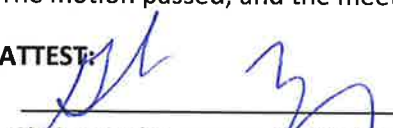
**Review and follow-up:**

- Battalion Chief McBride will send the Board supporting documents from his discussion. The Board will send their questions to him.
- The Board will review the draft budget and provide input to the Chief.
- Actual budget figures will be sent to the Board.
- An updated copy of the CR&R schedule will be sent to the Board.

**Executive Session:** (As per RCW 42.30.110 (OPMA)) At 6:20 pm, the regular meeting adjourned and began an executive session. The purpose of the meeting was to review the performance of public employees. The estimated time was twenty minutes. At 6:40 pm the Board announced that the session would be extended for fifteen minutes. The session concluded at 6:55 pm and the regular meeting reconvened. No actions were taken.


**Adjourn:** The Board announced that the next regular meeting is scheduled for October 11, 2022, beginning at 5:30 pm. There being no further business, a motion was made and seconded to adjourn. The motion passed, and the meeting adjourned at 6:57 pm.

**ATTEST:**


  
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Gloria Zvirzdys, as Chair for TCFPD 8

  
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Douglas Kilpatrick, as Commissioner for TCFPD 8

  
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Pamela Long, as Commissioner for TCFPD 8

  
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Daniel Bivens as Commissioner for TCFPD 8

  
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William Harper, as Commissioner for TCFPD 8

  
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Heidi Stumpf, District Secretary for TCFPD