



**Thurston County Fire Protection District 8  
Board of Fire Commissioners' Meeting  
March 9, 2021**

MINUTES of the regular Board meeting held March 9, 2021, as a video-conference call, at the South Bay Station 8-1. Commissioners Zvirzdys, Harper, Kilpatrick, Bivens and Long were in attendance. Chief VanCamp Assistant Chief LeMay, and Secretary Stumpf also participated. Guests Keith Flewelling and Wendy Hill from TComm911 also attended a portion of the meeting. The meeting was called to order at 5:30 pm.

**TComm911 IGA:** Chief VanCamp introduced Keith Flewelling and Wendy Hill from TComm911. Mr. Flewelling used handouts to discuss issues related to the Intergovernmental Agreement for Communication Services regarding the radio tower at Station 8-2. Specifically, there were minor amendments being made that need approval by all member agencies. He reviewed and clarified the revisions, explaining them and answering questions. Following the presentation, he asked for approval from the Board. Chief VanCamp added comments that our legal counsel had also reviewed the documents and have no concerns. The Board agreed to review the documents further and vote on approval at the next regular Board meeting.

**Chief's report:** Using handouts, Chief VanCamp reviewed the February 2021 Report. Questions were asked for clarity. Topics of discussion included: the number of visits to our website; comments on blue card; driver/operator clarification; and advertisement for septic project bids. Commissioner Kilpatrick requested cost estimates for additional expenses related to the septic project that weren't included in the original bid (i.e portable toilets, etc.) and an implementation plan for facility use during the construction of the project.

**Future Board Workshops:** Commissioner Zvirzdys led a discussion on topics for the next Board Workshop. Suggested topics included: policy updates, budget management process and business continuity. Chief VanCamp added comments that he'd like to see the Board complete the master planning process before launching a new project. He recommends completing the master planning process then addressing business continuity. Further, he plans to present a first draft master plan at the April Board meeting. The Board was generally agreeable to his recommendation.

**Secretary Report:**

**Minutes of Previous Meeting** – Secretary Stumpf presented the minutes of the regular meeting dated February 9<sup>th</sup> and Special meetings dated February 22<sup>nd</sup> and March 3<sup>rd</sup> for approval. Following a brief discussion, Commissioner Long moved to approve the minutes as presented; Commissioner Bivens 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. Specific questions regarding some purchases were asked for clarity. As of March 9, 2021, after extensive review and discussion regarding the expenses, Commissioner Bivens moved to approve all warrant as presented. Commissioner Kilpatrick 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 19002-19018	Totaling \$19,263.11
	Warrants 19020-19031	Totaling \$3,628.64
	Warrants 19041-19055	Totaling \$31,205.08
	Warrants 19056-19064	Totaling \$16,684.05

Payroll Fund (6680)  
CR&R Fund (6681)

Warrants 19032-19040 & EFT2-26a-z  
Warrants 19019 & 19065

Totaling \$171,478.34  
Totaling \$1,419.92

**Announcements:** Secretary Stumpf shared a reminder of the upcoming Snure Seminar.

**Commissioner Comments:**

- Commission Harper commented on a Boston Harbor Association meeting that he attended.

**Outstanding Action Items:**

- 78<sup>th</sup> Street easement parcel

**Action Items:**


- Station 8-1 septic project – costs and plan for facility during use to be shared
- Amendments to TCOmm911 IGA to be reviewed and voted on next meeting
- Draft master plan to be presented at next meeting

**Executive Session:** (As per RCW 42.30.140 (OPMA)) At 6:40 pm, the regular meeting adjourned to executive session. The purpose of the meeting was to discuss a personnel evaluation. The estimated time was forty-five minutes. At 7:25 pm, the executive session concluded and the regular meeting reconvened. No action was taken.

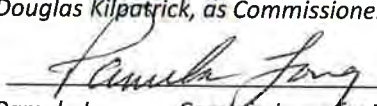
**Adjourn:**

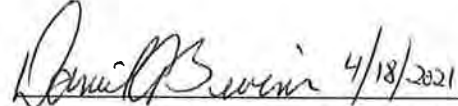
The Board announced that next regular meeting is scheduled on April 13, 2021, beginning at 5:30 pm. There being no further business, the motion was made and seconded to adjourn. The motion was passed, and the meeting adjourned at 7:28 pm.

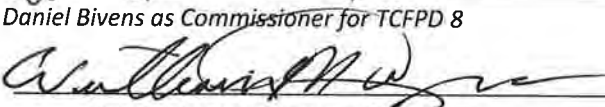
ATTEST:

  
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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

 4/18/2021  
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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