



**Thurston County Fire Protection District 8
Board of Fire Commissioners' Meeting
October 11, 2022**

MINUTES of the regular Board meeting held October 11, 2022, at the South Bay Station 8-1 and remotely using Zoom. Commissioners Zvirzdys, Kilpatrick, Harper and Long as well as Chief VanCamp, Assistant Chief LeMay and Secretary Stumpf were in attendance. Commissioner Bivens participated remotely. Also in attendance were Battalion Chiefs McBride and Clowes, Lieutenant DeGagne, Firefighters Fakkema and Frymire and engineer Steve Hatton. The meeting was called to order by Chair Zvirzdys at 5:30 pm.

Stations 81 & 83 Capital Projects Update: Engineer Hatton, from Hatton, Godadt, Pantier, provided a detailed briefing on the capital projects for South Bay Station 81 and North Olympia Station 83. He explained that four years ago he evaluated the following issues:

- South Bay Station 8-1 had septic alarms going off indicating that the current mound system was inadequate to handle public use.
- North Olympia Station 8-3 had issues with the tanks for the fire protection system. The system was not working correctly and not up to code.

He explained that at that time, due to supply chain issues and limited public use at Station 81 (due to Covid restrictions), the district decided to postpone repairs. Now that public use has been restored and supply chains have improved, Chief VanCamp recommends the repair projects be done in 2023. The estimated total cost for both projects is \$400K. He further provided details and recommendations on the projects and answered questions for clarity. He estimates that bid work could be posted in February of next year. Following the discussion, Chief VanCamp stated that a formal request for approval for the projects will be brought to a future Board meeting.

Chief's Report: Using a handout, Chief VanCamp presented the September 2022 Monthly Report. Assistant Chief LeMay provided an update on staffing and recruitment. Using a handout, he explained the status of the current Platoon Chart and explained the goal of having 10-12 volunteers per Platoon. Further, he shared that we are currently processing nine volunteers. Questions were asked for clarity. Chief VanCamp further explained that we recently interviewed three candidates for the open firefighter position, and since six of the nine original candidates were already hired, he requested approval to hire all three candidates. Following a brief discussion, Commissioner Long made a motion to approve Chief's request to hire three firefighters. Commissioner Kilpatrick seconded the motion. The Board unanimously approved said motion.

Communication Plan Update: Secretary Stumpf provided an update on the activities of the Community Outreach Team (COT). She detailed the posting efforts on social media, coordinated community events, advertisements for address markers and creation of an updated community contact list. Firefighter Fakkema also shared details of communication with the community. Questions were asked for clarity.

2023 Budget Policy Direction: Using a handout, Chief VanCamp requested approval of the draft 2023 Budget Policy Direction. Commissioner Harper noted one recommended edit, correcting the beginning balance of the Capital Facilities Project Fund, that needed to be made. Following a brief discussion, Commissioner Kilpatrick moved to approve the document as presented, with the recommended amendment. Commissioner Zvirzdys seconded the motion. The Board unanimously approved said motion.

Apparatus Recommendation: Using a handout, Battalion Chief McBride presented a recommendation to accelerate the purchase of a new Pierce Enforce Type 1 engine from Hughes Fire Equipment for \$926,864 as a replacement for the existing Type 1 engine.

He noted that the purchase was budgeted for 2023 from the Capital Repairs and Replacement budget; however, due to excessive supply train issues, he was told from the sales representative that the delivery time is anticipated to be up to 36 months. In addition, he was told the cost would increase by 6.5% at the end of October 2022 – with a potential increase in the first quarter of 2023.

A lengthy discussion ensued with questions asked for clarity regarding the details of the engine, the intent for use, intent for reassignment of current apparatus, purchase options and cost difference from the original budgeted amount. Also discussed at length were details of the contract, discounts for paying up-front, concerns for clauses in the contract and impacts to the budget. It was recommended that Chief McBride clarify some contract concerns and request they strike the contingency clause if we pay in full upfront. Following the lengthy discussion, Commissioner Zvirzdys moved to approve the request to purchase a new Pierce Enforce Type 1 engine from Hughes Fire Equipment for \$926,864, provided they agree to strike the contingency clause. Commissioner Bivens seconded the motion. The motion passed with three votes; Commissioners Harper and Kilpatrick voting no.

Secretary Report:

Minutes of Previous Meeting – Secretary Stumpf presented the minutes of the regular meeting dated September 13 and Special Meeting dated October 5 for approval. Following a brief discussion, Commissioner Harper moved to approve the minutes as presented; Commissioner Long 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. Questions were asked for clarity regarding certain warrants. After extensive review and discussion regarding the expenses, Commissioner Long 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:

<u>General Fund (6680)</u>	Warrants 20404-20408	totaling \$103,073.38
	Warrants 20418-20433	totaling \$54,501.90
	Warrants 20434-20444	totaling \$11,405.05
	Warrants 20445-20450	totaling \$18,373.06
<u>Payroll Fund (6680)</u>	Warrants 20409-20416 & EFT9-27a-z	totaling \$212,386.05
	Warrants 20452-20491 & EFT1-7a-b	totaling \$35,211.04
<u>CR&R Fund (6681)</u>	Warrant 20451	totaling \$15,963.34

Announcements:

Secretary Stumpf asked the Board for input on a date to hold the Special Budget workshop. Following a brief discussion, they agreed on October 18th at 1:00 pm.

Commissioners' Comments:

- The Board thanked Commissioner Kilpatrick for his assistance with the apparatus proposal.
- The Board thanked the members in attendance at the meeting.

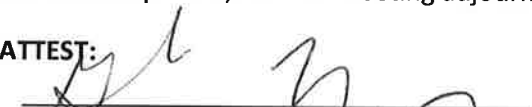
- The Board thanked Secretary Stumpf for the Community Outreach Team report.

Review and follow-up:

- Details of the North Olympia Station 8-3 project will be provided to the Board.
- The hiring of three firefighters will proceed.
- Clarification and amendments of the contract for a new pumper will be shared with the Board.
- Budget workshop pre-reads will be sent to the Board prior to October 18th.
- Clarification on warrant questions will be followed-up.

Adjourn: The Board announced that the next regular meeting is scheduled for November 8, 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 6:58 pm.

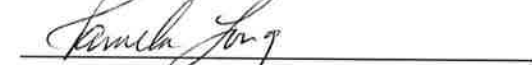
ATTEST:



Gloria Zvirzdys, as Chair for TCFPD 8



Douglas Kilpatrick, as Commissioner for TCFPD 8



Pamela Long, as Commissioner for TCFPD 8



Daniel Bivens as Commissioner for TCFPD 8



William Harper, as Commissioner for TCFPD 8



Heidi Stumpf, District Secretary for TCFPD