



**Thurston County Fire Protection District 8
Board of Fire Commissioners' Meeting
October 13, 2020**

MINUTES of the regular Board meeting held October 13, 2020, as a video-conference call, at the South Bay Station 8-1. Commissioners Gleckler, Harper, Zvirzdys, Kilpatrick and Long were in attendance. Chief VanCamp Assistant Chief LeMay, and Secretary Stumpf also participated. Community member Dan Bivens also attended. The meeting was called to order at 5:36 pm.

Chief's report: Using handouts, Chief VanCamp reviewed the September Monthly Report. Questions were asked for clarity. Topics of discussion included:

- An update was provided on the Johnson Point Sta 8-2 TCOMM-911 project. He and TCOMM-911 Director Keith Flewelling met with neighbors in the area to discuss the project. Also, a letter was sent to members of the area and he has received one phone call response. All feedback from neighbors has been positive. This topic will be added to the next newsletter to inform the entire district of the project.
- Clarification of non-emergency incident responses.
- Expired fire hose to be replaced next fiscal year.
- Clarifying response numbers by combining days, nights and weekends.
- Status of driver-operator training and certification program.

Insite Wireless Proposal: Chief VanCamp explained a proposal to the District from Insite Wireless for a property purchase agreement for the cell tower land that has been leased from us for many years. He countered their monetary and terms offer, and they accepted his counteroffer. He recommends the District accept the offer explaining that the revenue could be put into the Reserve Fund to offset future operating budget shortfalls. Further, Insite Wireless would like a response by October 23rd. Commissioner Harper expressed his concerns for why the company wants to purchase the property; whether it is a good offer; and what the trade-offs would be if we were to sell it. He requested the Chief research the value of the land and the benefits of the proposal. Following a lengthy discussion, Commissioner Gleckler made a motion to accept the proposal pending a research review that confirms that it is a good decision for the District. Commissioners Kilpatrick and Zvirzdys expressed their opinions that further research wasn't necessary. Following further discussion, the Board agreed to discuss this topic further at the Special October 19th meeting. No actions were taken.

Draft 2021 District Budget Policy Recommendations: Using a handout, Chief VanCamp asked for Board approval for the draft budget policy for 2021 that included recommended Goals and Objectives for 2021. Commissioner Harper requested minor verbiage changes with Goal #1 for clarity. Following a brief discussion, Commissioner Harper moved to approve the document, as submitted and with the recommended revisions. Commissioner Long seconded the motion. The motion passed four to one; Commissioner Gleckler voting no.

District Policy 2-61 "Driving District Vehicles": After having had the opportunity to review and comment on the update to the Policy, the Board approved the amended policy by unanimous vote.

2021 Draft Operating Budget: Using a handout, Chief VanCamp briefly reviewed a draft operating budget for 2021 noting that a draft *Capital Repairs and Replacement* budget will follow later. He also clarified the

variances from the original 2021-2026 budget estimates, explaining that holiday pay was under budgeted and insurance premiums and facilities maintenance has increased. A budget workshop will be held on Monday, October 19th for a thorough review and Board approval. He clarified the status of our current 2020 budget, explaining that SARS2-COVID19 pandemic expenses will be submitted for reimbursement by the FEMA Public Assistance Grant process for a 75% reimbursement. Labor and overtime expenses are over budget due to career staff covering for a shortage of volunteer supervisors and driver-operators on nights and weekends. Questions were asked for clarity. The annual budget hearing will take place at our regular Board meeting on November 10th.

Secretary Report:

Minutes of Previous Meeting – Secretary Stumpf presented the minutes of the regular meeting dated September 14th for approval. Following a brief discussion, Commissioner Gleckler 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. Specific questions regarding some purchases were asked for clarity. As of October 13, 2020, after extensive review and discussion regarding the expenses, Commissioner Harper moved to approve all warrant as presented. Commissioner Zvirzdys 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 18592-18607	Totaling \$6,823.31
	Warrants 18609-18621	Totaling \$9540.00
	Warrants 18631-18636	Totaling \$3,856.15
	Warrants 18638-18639	Totaling \$898.71
	Warrants 18700-18715	Totaling \$27,953.66
	Warrants 18716-18731	Totaling \$12,062.33
<u>Payroll Fund (6680)</u>	Warrants 18622-18630 & EFT9-25a-z	Totaling \$173,536.20
	Warrants 18640-18699 & EFT10-2a	Totaling \$52,521.80
<u>CR&R Fund (6681)</u>	Warrants 18608, 18637& 18732	Totaling \$4,687.50

Commissioner Comments:

- Commissioner Gleckler asked for a status report on the resident house burglary.
- Commissioner Gleckler asked for a status report on the missing medical kit that was reported in January.

Outstanding Action Items:

- 78th Street easement parcel
- Board briefing on the process for monitoring and improving response time

Action Items:

- Johnson Point Sta 8-2 T-Comm project to be added to next newsletter
- Research to be performed on long-term easement agreement proposal
- Board to be updated on status of missing medical kit
- Further budget details to be sent to the Board

Exempt session: (As per RCW 42.30.140 (OPMA)) At 7:03 pm, the regular meeting adjourned to an exempt session. The purpose of the meeting was to discuss labor issues. The estimated time was one hour and fifteen minutes. The exempt session concluded at 8:15 pm and the regular meeting reconvened. No actions were taken.

Adjourn:

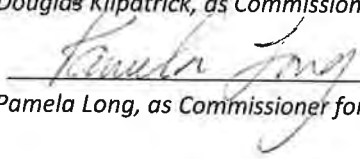
The Board announced that next regular meeting is scheduled on November 10, 2020, beginning at 5:30 pm and will be a remote conference call. The next Special meeting was scheduled for October 19th, beginning at 10:00 am. There being no further business, the motion was made and seconded to adjourn. The motion was passed, and the meeting adjourned at 8:16 pm.

ATTEST:

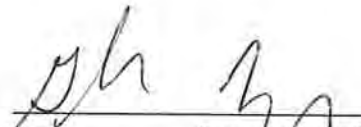
Richard Gleckler, as Chair for TCFPD 8



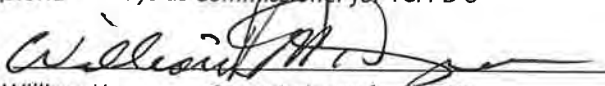
Douglas Kilpatrick, as Commissioner for TCFPD 8



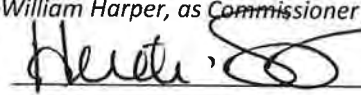
Pamela Long, as Commissioner for TCFPD 8



Gloria Zvirzdys as Commissioner for TCFPD 8



William Harper, as Commissioner for TCFPD 8



Heidi Stumpf, District Secretary for TCFPD