



**PIERCE COUNTY  
FIRE PROTECTION DISTRICT No.17**

Headquarters – Station 170  
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**A REGULAR MEETING OF THE BOARD OF FIRE COMMISSIONERS  
FOR PIERCE COUNTY FIRE PROTECTION DISTRICT NO. 17**

**January 17, 2017**

The regular meeting of the Board of Fire Commissioners for South Pierce Fire and Rescue District No. 17 was held at 302 McNaught Street South, Roy WA 98580. The meeting was called to order at 7:00 p.m. Commissioner Werner led the Pledge of Allegiance.

**Present:** Commissioner Olivia Werner, Commissioner Dan Morris, Commissioner John Sebastian, and Commissioner Kathy Kadow were present. Commissioner John Christian was previously excused. Also present were FC Lloyd Galey, DS Summer Miller, AA Hilma Wright, several firefighters and citizens.

**Consent Agenda:**

1. **Minutes – Meeting on December 19, 2016**
2. **Accounts Payable Vouchers for January: #4216 - #4262 in the amount of \$93,751.37**
3. **Payroll Vouchers for November: #4263 - #4283 in the amount of \$284,005.53**
4. **Total Payroll and Vouchers - \$377,756.90**
5. **Budget vs. Actual**

**Local 726:** VP Brown reported that the Local sponsored three families with gifts and dinner in the Roy, McKenna, and Eatonville communities for Christmas. Commissioner Werner thanked Local 726 for their efforts in continuing the District's Christmas tradition.

**Cadets:** None.

**Public Comment:** None.

**Correspondence:**

**Financial Report/Update:** ADS Miller reviewed the final financial report for December 2016 and the current January financials. She reported that the District borrowed \$80,000 on its line of credit in order to cover payroll and voucher expenses for January. However, according to the past data analysis, that amount (or close to it) was expected in revenues through the end of January. It was reported that the Bond Attorney, Cynthia Weed, was in process of gathering tax anticipation loan and commissioner general obligation bond information and rates for the district.

**Chief's Report:**

**Month of December 2015 = 219      Month of December 2016 = 250**  
**Total Calls 2014 = 2378      Total Calls 2015 = 2564      Total Calls 2016 = 2876**

**PAST (December):**

1. Chris Michaels was hired full time as of December 27<sup>th</sup> and has begun his probationary year.
2. Efforts have been under way to work with Local 726 to find ways to reduce overtime and initiate cost savings measures.

**PRESENT (January):**

1. The Chief attended and was introduced to the Eatonville Board at their meeting on January 9<sup>th</sup>.
2. The regular levy was recertified at \$14,000 higher than was originally reported by the assessor treasurer's office.
3. A check in the amount of \$27,498 was received from Gig Harbor Fire as reimbursement for the amount paid by SPFR for the Wilcox grain silo collapse (PSORT) bill. Thanks to AA Hilma Wright for her relentless efforts to recover those funds.
4. A check in the amount of \$8292.28 was received from EF Recovery's recoverable trust fund. These funds will be used to replace the EPCR laptops.
5. The Chief reported that he will continue to attend volunteer training in order to aid in growing the volunteer ranks.
6. Seven Bates students are in process of becoming volunteers, two are in process of being residents. Two recruits are scheduled to finish the Brown's Point academy in February, while another has just started the Buckley academy.

**FUTURE:**

1. Local 726 will meet on 1/18/17 to discuss staffing plans and cut overtime expenses.
2. The 2017 SAFER Grant application period opened on January 9<sup>th</sup> and runs through February 17<sup>th</sup>. We plan to apply for the SAFER funds.
3. WSRB will be coming out to evaluate SPFR for new ratings.
4. The Chief reported that he has been in contact with Bethel superintendent Tom Seigel regarding the ARL.

**Unfinished Business:**

- 1) Employment Contracts for:
  - a. Administrative Assistant
  - b. Administrative/District Secretary

*After some discussion, it was unanimously decided that the employment contracts for the Administrative Assistant and the Administrative/District Secretary would be postponed to the February 2017 meeting.*

- 2) Mountain Highway Property

*After some discussion, it was unanimously decided that action on the Mountain Highway Property would be postponed and options would be presented to the Board at the February 2017 meeting.*

**New Business:**

- 1) Legal Services Contract

*On a motion made by Commissioner Morris and seconded by Commissioner Kadow it was agreed that the second reading of the legal services contract would be waived and the contract was unanimously approved.*

- 2) BVFF

*It was discussed that ADS Miller would contact BVFF to determine when the 2016 certifications were due.*

- 3) Commissioner Training

*After some discussion, it was determined that ADS Miller would look into three upcoming training opportunities for the administrative staff as well as the Board. 1) The Snure seminar on special meetings & insurance in Ocean Shores on March. 2) The Lake Chelan seminar on strategic planning in June/July, and 3) The Commissioner conference in October.*



**Executive Session:**

RCW 42.30.110 (1)(g) **To evaluate the qualification of an applicant for public employment or to review the performance of a public employee.** However, subject to RCW 42.30.140 (4), discussion by a governing body of salaries, wages, and other conditions of employment to be generally applied within the agency shall occur at a meeting open to the public, and when a governing body elects to take final action hiring, setting the salary of an individual employee or class of employees, or discharging or disciplining an employee, that action shall be taken in a meeting open to the public.

Commissioner Werner called for a 10 minute executive session at 7:52 pm.

At 8:02 pm it was announced that the executive session would be extended 10 minutes to 8:12 pm.

At 8:12 pm it was announced that the executive session would be extended 10 minutes to 8:22 pm.

At 8:22 pm the regular meeting reconvened. *Commissioner Werner announced that there was nothing to report.*

**Pierce County Fire Commissioners Meeting Update:**

*Commissioner Werner reported that longtime Gig Harbor Fire Commissioner Bill Jarmon passed away last week.*

**Good of the Order:**

Commissioner Kadow congratulated Lt Paulson and family on the birth of their son. She extended thanks to the Chief and staff for their efforts to reduce costs and increase revenues.

Commissioner Sebastian stated he was happy to have ADS Miller back after her illness.

Commissioner Morris congratulated the Paulson family, thanked the Chief and staff, and welcomed ADS Miller back from her illness. He continued that he can feel the atmosphere within the department has less tension and that is a good thing.

Commissioner Werner thanked everyone for their efforts and support towards the Board, the good relations being built between the Chief and the Local, and thanked the admin staff stating "what would we do without you?" Special thank you was given to AA Wright for her incredible skills.

**Adjournment:** *On a motion made by Commissioner Morris and seconded by Commissioner Kadow, the regular meeting for the Board of Fire Commissioners for South Pierce Fire and Rescue District 17 adjourned at 8:25pm.*

  
\_\_\_\_\_  
Commissioner Dan Morris

2/14/17  
Date

  
\_\_\_\_\_  
ATTEST: Summer Miller  
District Secretary

2/14/17  
Date