

**A REGULAR MEETING OF THE
BOARD OF COMMISSIONER OF
EAST PIERCE FIRE AND RESCUE**

February 16, 2021

A regular meeting of the Board of Commissioners of East Pierce Fire and Rescue was held on February 16, 2021 via conference/video call through Ring Central. Notice and link to join meeting was posted for public access. Chairman Dale Mitchell called the meeting to order at 7:00 p.m. Present by roll call were Commissioners Mike Cathey, Jon Napier, Kevin Garling, Pat McElligott, Randy Kroum, Ed Egan, Ex-Officio Kathy Hayden, Fire Chief Backer, Deputy Chief Parkinson and District Secretary Michelle Hollon.

Chairman Mitchell welcomed those participating in the meeting via conference/video call.

Audience: Local 3520, Assistant Chief Jeff Moore, C. Byerley, Assistant Chief Stabenfeldt, M. Westland, D. Curtis, G. Kovacs, L. Eng, P. Brockwell, Assistant Chief King

Honors and Recognitions: None

Approval of Agenda:

Chief Backer requested to add Resolution 934-Dedication. Commissioner Egan moved to approve the agenda as presented. The motion was seconded by Commissioner Napier and carried.

Consent Agenda. Motion: Commissioner Cathey moved to approve the Consent Agenda (minutes of the January 19th Regular meeting; minutes of the February 4th Special meeting; Treasurer's Report; post-meeting voucher 210103008 in amount of \$334,977.29; current expense vouchers 210202001-210202063 in the amount of \$421,620.33; payroll vouchers 210203001-210203012 in the amount of \$360,553.32; electronic payroll in the amount of \$1,970,488.67; Capital expense vouchers 210201001-210201006 in the amount of \$936,810.10; Resolution 932-Quarterly Transport Write-off for 2020 4th quarter; Financial Waiver for transport account 132242006 in the amount of \$187.50). Motion seconded by Commissioner Kroum and carried.

VISITOR COMMENTS: None

RESOLUTIONS:

Resolution 933 – Transfer of Funds: Request to transfer funds received from NASH Cascadia Verde for mitigation fees for the Tehaleh projects in the amount \$11,550 from the General Fund to the Reserve Fund and allocated for Station 112/117. Commissioner Kroum moved to approve Resolution 933 to transfer funds from the General Fund to the Reserve Fund in the amount of \$11,550. The motion was seconded by Commissioner Garling and carried.

Resolution 934 – Dedication of Fire Station: Chief Backer presented a resolution to Board to dedicate the new fire station located in Edgewood to Commissioner Dale Mitchell for 32 years of service. The new station will be named the Dale Mitchell Fire Station 118. The Board thanked Dale for his years of service, we will miss him. Commissioner Egan moved to approve Resolution 934 as presented, naming the new Station 118 the Dale Mitchell Fire Station 118 in recognition of his 32 years of service to our community, his leadership as an elected fire commissioner and his enduring support and friendship. The motion was seconded by Commissioner Garling and carried.

Resolution 935 – Delegation of Authority: In 2017 the Board approved the delegation authority to the Fire Chief to enter into and execute contracts for expenditures approved in the operating budget for the year not to exceed \$50,000. Due to inflation and the increase in charges, it is now feasible to increased the authority limit to \$100,000. This will cover a lot of day to day operations. Commissioner McElligott

moved to adopt Resolution 935-Delegating authority for the Fire Chief to enter into and execute contracts for expenditures approved in the operating budget for the year not to exceed \$100,000. The motion was seconded by Commissioner Kroum and carried.

Resolution 936 – Surplus of vehicles and equipment: Assistant Chief Moore requested to surplus misc IT equipment, SCBA fill station, one 1997 Ford Explorer, one 1999 Ford Expedition, one 2001 Ford Expedition and one 2003 H&W Fire Engine as these items are outdated, beyond the cost of repair and no longer use to the district. After review the following motion was made: Commissioner Napier moved to approve Resolution 936 the surplus of (1) SCBA Fill Station; Misc. IT equipment; one 1997 Ford Explorer; one 1999 Ford Expedition; one 2001 Ford Expedition and one 2003 Spartan Metro Star-H&W Fire Engine and authorize the sale, disposal, donation or recycle at the discretion of the Fire Chief. The motion was seconded by Commissioner Egan and carried.

NEW BUSINESS:

MOU for Deputy Chief: Chief Backer presented an MOU for the modifications to the current Deputy Chief contract per annual review. Commissioner Kroum moved to approve the Memorandum of Understanding as presented as modifications to the Deputy Chief's current agreement and authorize the Chair to sign on behalf of the Board of Commissioners. The motion was seconded by Commissioner Napier and carried.

Fire Boat & Mechanic Truck Purchase: Assistant Chief Moore presented to the Board as information only on the purchase of Fire Boat purchased through Munson Boats on GSA contract. The price of the boat is \$247,026.88 including licensing fees and tax. The purchase was approved by the Board in the 2021 budget. The district has purchase a mechanic truck through State Contract through Moran Van Body and RC Custom Van Body at a total price of \$226,053.96.

Year End Financial Report: Finance Manager Michelle Hollon presented a year end financial report for year 2020 to the Board. The report included both budgeted and actual revenues and expenditures for the 2020 year. Actual Revenues were in the amount of \$40,718,367 and actual expenditures were in the amount of \$39,762,802. The district also experienced new challenges as a result of COVID 19 which shifted the district's spending per budget. The financial impact of COVID 19 on the district resulted in an increase of expenditures in the amount of \$249,869.34. Federal funding was received as part of the CARES Act in the amount of \$61,230.63. The district will be seeking 75% reimbursement through federal funding to help recoup the increased expenditures. The District's UTGO Bond collected \$1,905,730 which is based on \$0.11 per 1,000 of assessed value. The District continues to receive payments for the GEMT program, in 2020 the total received was \$3,018,089.

UNFINISHED BUSINESS:

City ILA-Fire Prevention Fees & Services: Chief Backer discussed the progress on the updating and initiating of Interlocal agreements with the District's partner cities in regards to fire prevention activities. After discussion the Chief will continue working with cities to create new interlocal agreements to be brought before the Board at a later date.

Deputy Chief Recruitment: Deputy Chief Parkinson presented to the Board the recruitment process for the position of Deputy Chief which will be needed after the retirement of Fire Chief Backer. The announcement and outline was presented. The process will be managed in house and utilize a variety of staff throughout the process to ensure the very best candidate is selected. Commissioner Egan moved to authorize the Fire Chief to proceed with the Deputy Chief recruitment process as presented. The motion was seconded by Commissioner McElligott and carried.

Training Center: The District would like to expand the usage with White River School District for leasing additional space for a training center at Station 116. Would like to discuss this issue with the planning committee and give feedback and present a plan to the Board at the next regular meeting.

Strategic Plan: Berk Consulting will be starting with a committee to get things started on the Strategic Plan. More discussion at the April Board meeting.

BOND-2018:

Project Manager: Phil Herrera gave an update on the Capital Facilities Plan.

Station 118: Moving along, building permit in review. Will go out for Bid in mid-March.

Station 111: Design review underway no negative comments. Site permit by the end of the month and building permit in March.

Station 112: Signed Right of Entry.

Station 114: Design moving forward.

Station 124: Getting everything set up for Station 118 crews.

COMMISSIONER TRAINING/EVENT REQUESTS:

COMMISSIONER CONFERENCE REPORTS/COMMITTEE REPORTS:

CHIEF'S REPORT

Monthly Chiefs Report: Reviewed the Chief's monthly report with the Board. Included in agenda packet.

Monthly Stats: Call volume and fire incidents that occurred in the month were reviewed.

Divisional Reports: None

COMMISSIONER ACTION/DISCUSSION:

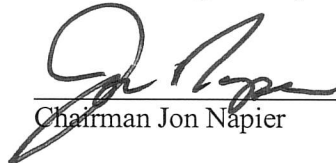
Board Member Resignation: Commissioner Dale Mitchell submitted a letter of resignation due to moving out of the District boundaries. Commissioner Mitchell served 32 years as Commissioner, we thank him for his service and will truly be missed. Commissioner Egan moved to accept the letter of resignation received from Dale Mitchell effective February 28, 2021. The motion was seconded by Commissioner Cathey and carried.

EXECUTIVE SESSION: None

ADJOURN

There being no further business to come before the Board, Commissioner Egan moved to adjourn the meeting. The motion was seconded by Commissioner Kroum. Meeting was adjourned at 8:49 P.M.


District Secretary Michelle Hollon


Chairman Jon Napier