

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

November 16, 2021

A regular meeting of the Board of Commissioners of East Pierce Fire & Rescue was held on November 16, 2021, via conference/video call through Ring Central. Notice and link to join meeting was posted for public access. Chairman Jon Napier called the meeting to order at 7:00 p.m. Present by roll call were Commissioners Pat McElligott, Randy Kroum, Ed Egan, Kevin Garling, Cynthia Wernet, Mike Cathey, Fire Chief Parkinson, Deputy Chief Mack, Executive Admin Asst. Corina Byerley and District Secretary Michelle Hollon.

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

Audience: Mike Gladstone, Jeff Berry, Peter Wade, Russ McCallion

Honors and Recognitions: None

Approval of Agenda:

Commissioner Cathey moved to approve the agenda as presented. The motion was seconded by Commissioner McElligott and carried.

Consent Agenda. Motion: Commissioner Egan moved to approve the Consent Agenda (minutes of the October 19th Regular meeting; Treasurer's Report; current expense vouchers 211103001-211103070 in the amount of \$370,367.70; payroll vouchers 211101001-211101011 in the amount of \$365,700.89; electronic payroll in the amount of \$2,069,363.71; Capital expense vouchers 211102001-211102007 in the amount of \$658,547.69). Motion seconded by Commissioner Garling and carried.

VISITOR COMMENTS: None

PUBLIC HEARING FOR 2022 REVENUE AND EXPENDITURES:

Opening of Hearing: Chair Jon Napier opened the public hearing at 7:05 p.m.

Revenues and Expenditures for 2022: Chief Parkinson gave a presentation on the final draft of the 2022 Budget. Revenues to be collected are budgeted at \$41,077,326 with an estimated fund ending balance of \$10,534,092. The District will be collecting 1.07403 per \$1,000 for the Regular Levy and .50 per \$1,000 for the EMS Levy. Expenditures are budgeted at \$38,134,059. Chief Parkinson reviewed the 2022 Budget goals and highlights which include capping the property tax collection at 1% over 2021; increase minimum daily staffing to 28 by October 1, 2022; maintain target balances of reserve through annual transfers; prepare for increased staffing needs in 2022-2024. Chief Parkinson also reviewed a 5-year projection report which included property tax revenue, other revenue, expenditures, transfers to reserve accounts and capital purchases.

Public comments: None

Closing of Hearing: Chair Jon Napier closed the public hearing at 7:55 p.m.

RESOLUTIONS:

Resolution 960-2022 Budget and Exhibit A: Commissioner Kroum moved to adopt Resolution 960 for the approval of the 2022 Budget and Exhibit A for East Pierce Fire & Rescue. The motion was seconded by Commissioner McElligott and carried.

Resolution 961-2022 Regular Tax Levy: Commissioner McElligott moved to adopt Resolution 961 for the approval of the 2022 Regular Property Tax Levy for East Pierce Fire & Rescue. The motion was seconded by Commissioner Cathey and carried.

Resolution 962- 2022 EMS Property Tax Levy: Commissioner Kroum moved to adopt Resolution 962 for the approval of the 2022 EMS Property Tax Levy for East Pierce Fire and Rescue. The motion was seconded by Commissioner Garling and carried.

Resolution 963- Excess Levy Tax Collection: Commissioner Kroum moved to adopt Resolution 963 authorizing the tax collection UTGO bonds for 2022. The motion was seconded by Commissioner Egan and carried.

NEW BUSINESS:

Resolution 964-Philips Defibrillator: Chief Parkinson presented to the Board Resolution 964 requested a declaration of sole source to Phillips based on technology not provided by other manufacturers and the compatibility with current Phillips equipment used by East Pierce Fire & Rescue. After discussion the following motion was made: Commissioner Garling moved to declare Philips as a Sole Source Manufacturer & Distributor for the Integrated Tempus Monitor/Defibrillator, Waiving Competitive Bid Requirements and Approving Funds for Purchase of 24 Units with Associated Equipment and Software Systems. The motion was seconded by Commissioner Cathey and carried.

UNFINISHED BUSINESS: None

BOND-2018:

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

Station 118: Construction is progressing. Footings and foundation walls are in. Recent rain has caused some minor delays. This week contractors are starting work on stormwater retention area. Walls are simultaneously being framed off-site. While there are some cost increases due to supply chain issues, the project is projected to come in under budget.

Station 111: There have been delays with the City of Bonney Lake. Currently re-engineering a couple items to comply with City requirements.

Station 112: Researching property options.

Station 114: Meeting with the Design Committee in the next few weeks. Permit submittal to the County is anticipated for January/February 2022.

Station 117: Meeting with the Design Committee in the next few weeks to provide architects with direction for design. Permit submittal to the County is anticipated for March 2022.

Station 124: No updates

COMMISSIONER TRAINING/EVENT REQUESTS: None

CHIEF'S REPORT

Monthly Chiefs Report: Reviewed the Chief's monthly report with the Board. Included in agenda packet. Chief Parkinson informed the Board that the District's audit has been delayed until next year due to the District's history of good audits. Good job Michelle! The two-year audit will also have a cost savings of approximately \$5,000 to the District. Chief Parkinson also presented the plaque for the Community Leadership Award that the District received from the Sumner Bonney Lake School District.

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

Divisional Reports: None

EXECUTIVE SESSION:

Chairman Napier called for an executive session per RCW 42.30.140 Collective Bargaining Agreement and per RCW 42.30.11(1)(g) to review the performance of a public employee discussion at 8:51 p.m. for 20 minutes.

Meeting extended at 9:11 p.m. for 10 minutes.

Meeting extended at 9:21 p.m. for 13 minutes

Meeting reconvened at 9:34 p.m.

COMMISSIONER ACTION/DISCUSSION:

Commissioner McElligott moved to accept Chief Parkinson's six-month evaluation noting his outstanding performance. The motion was seconded by Commissioner Cathey and carried.

Commissioner Garling thanked Chief Parkinson for his leadership and a job well done. Chair Napier expressed appreciation for Commissioner Wernet and the HR Committee for their role in the evaluation process.

ADJOURN

There being no further business to come before the Board, Commissioner McElligott moved to adjourn the meeting. The motion was seconded by Commissioner Kroum. Meeting was adjourned at 9:37 P.M.



District Secretary Michelle Hollon



Chairman Jon Napier/Vice-Chair Ed Egan



Minutes taken by Corina Byerley,
Executive Admin Assistant