

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

December 21, 2021

A regular meeting of the Board of Commissioners of East Pierce Fire & Rescue was held on December 21, 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, Cynthia Wernet, Mike Cathey, Fire Chief Parkinson, Deputy Chief Mack, Executive Admin Asst. Corina Byerley and District Secretary Michelle Hollon.

Commissioner Kevin Garling was excused.

Audience: Asst. Chief Stabenfeldt, Asst. Chief Moore, Ben Paradis

Honors and Recognitions: None

Approval of Agenda:

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

Consent Agenda: Commissioner McElligott moved to approve the Consent Agenda (minutes of the November 16th Regular meeting; Treasurer's Report; current expense vouchers 2112040001-211204081 in the amount of \$486,659.41; payroll vouchers 211202001-211202012 in the amount of \$369,046.56; electronic payroll in the amount of \$1,984,350.68; Capital expense vouchers 211203001-211203009 in the amount of \$1,014,439.71). Motion seconded by Commissioner Cathey and carried.

VISITOR COMMENTS: None

RESOLUTIONS:

Resolution 965- Transfer of Funds for Project Manager: District Secretary M. Hollon presented to the Board Resolution 965 requesting the transfer of funds from the Capital Fund to the General Fund for the wages, benefits and credit card charges accrued for the Project Manager in association with the UTGO Bond. The transfer was in the amount of \$69,886.91. Commissioner McElligott moved to adopt Resolution 965-Transferring funds from the Capital Fund to the General Fund in the amount of \$69,886.91. The motion was seconded by Commissioner Kroum and carried.

Resolution 966- Cancel of Warrants: District Secretary M. Hollon presented to the Board Resolution 966 requesting cancellation of a warrant. Underwater Sports was issued a check in the amount of \$2,677.64 for supplies but was a duplicated payment and was returned to Pierce County and not cashed. Total amount requested to be cancelled is \$2,677.64. Per RCW 39.56.040 calls for cancellation of warrants by passage of a resolution by governing body. Commissioner Kroum moved to adopt Resolution 966 cancelling warrant 1613245 in the total amount of \$2,677.64 payable to Underwater Sports. The motion was seconded by Commissioner Wernet and carried.

Resolution 967- Transfer of Funds: Chief Parkinson presented to the Board Resolution 967 requesting the transfer of funds in the amount of \$2,042,827 from the General Fund to the Reserve Fund as part of the 2021 Approved Budget. Commissioner McElligott moved to adopt Resolution 967 for the transfer funds from the General Fund to the Reserve Fund in the amount of \$2,042,827. The motion was seconded by Commissioner Egan and carried.

Resolution 969- Surplus 2008 Pierce Velocity and Surplus Miscellaneous portable radio equipment: Staff recommends to surplus 2008 Pierce Velocity Asset 223 Vin # 4P1CV01H58A008563 LIC # 86053C due to its age and condition having reached its useful life as a dependable emergency response vehicle. Staff also recommends to surplus misc. portable radio equipment listed on Appendix A due to old technology that is no longer of use to EPFR operations. Commissioner Egan moved to adopt Resolution 969-the surplus of 2008 Pierce Velocity and Surplus Miscellaneous portable radio equipment as listed on Appendix A and authorize the sale, disposal, donation or recycle at the discretion of the Fire Chief. The motion was seconded by Commissioner Kroum and carried.

Resolution 970- Sole Source Lucira COVID tests: Chief Parkinson presented to the Board Resolution 970 requested a declaration of sole source to Lucira based on the opinion letter from attorney, Mr. Eric Quinn, detailing how COVID-19 test kits can be used to screen EPF&R members and their families for potential COVID-19 infection. Lucira is the “sole source” manufacturer and distributor of these “over-the-counter” rapid, single-use COVID-19 tests. After discussion the following motion was made: Commissioner McElligott moved to declare Lucira as a Sole Source Manufacturer & Distributor for the over-the-counter “Lucira CHECK IT” rapid molecular COVID-19 test, thereby Waiving Competitive Bid Requirements and approving ongoing purchases of these test kits. The motion was seconded by Commissioner Egan and carried.

NEW BUSINESS:

Edgewood Investigations ILA: Chief Parkinson presented to the Board an interlocal agreement with the City of Edgewood that addresses the fee for services associated with fire cause and origin investigation services. Commissioner Wernet moved to approve the interlocal agreement with the City of Edgewood to provide fire cause and origin investigation services as presented. The motion was seconded by Commissioner Kroum and carried.

Annual Contract for Attorney Services: Chief Parkinson presented a 2022 proposed agreement with Attorney Eric Quinn for legal services. The agreement is the same as past agreements, but Eric Quinn is now the contracted attorney. Attorney Joe Quinn will continue as counsel for Eric Quinn’s firm. Staff recommends continuing services with the Quinn’s. Commissioner Egan moved to authorize the Fire Chief to sign the Legal Services Contract for 2022 with Attorney Eric Quinn. The motion was seconded by Commissioner McElligott and carried.

District Funding: Chief Parkinson presented to the Board information regarding the future of District funding. Due to the recent non-passing elections the District needs to address long-term funding. The District remains in a strong financial position in the short term due to AV increases over the last five years and new construction growth. Chief Parkinson recommends discussing the following at a future meeting:

- Develop a 5-year expense forecast
- Evaluate Fire Benefit Charge
- Submit for SAFER Grant funding to hire nine firefighters
- Consider running a Fire Benefit Charge in April 2023 and lid lift of Regular Levy in fall of 2023 if Fire Benefit Charge fails

Emergency Declaration: Chief Parkinson presented to the Board information regarding acquired properties. The properties acquired by the District for the future Station 124 in Milton were purchased with two existing structures on the properties. Since acquiring them, we have experienced numerous cases of vandalism and break-ins to the structures. We have had multiple instances of “squatting” occur recently, with the last case involving individuals moving in furniture, changing door locks, attempting to change utilities, etc. Milton PD has assisted us with vacating the premises, only to have break-ins, etc., continue to occur. As expected, this has also resulted in frustrated neighbors concerned about crime and drug use (community safety). Per EPFR Resolution No. 777, and in consultation with District legal counsel (Joe Quinn), Chief Parkinson declared the situation an emergency due the risk to both the District

and the public. As such, Chief Parkinson has authorized the immediate demolition of the structures, and according to RCW 39.04.280, made this emergency contract authorization a matter of public record. No action taken, information only.

UNFINISHED BUSINESS:

Strategic Plan Quarterly Update: Chief Parkinson presented to the Board a quarterly progress update for the strategic plan. Goals, strategies, and objectives are listed in a color-coded table showing status and percentage complete. Columns will be added to indicate expected start and completion dates. No action taken, information only.

Fireworks Update: Chief Parkinson provided an update regarding the recommended position of the District on the discharge of fireworks. Due to Pierce County Ordinance No. 2021-79, which impacts the allowable dates for the sale of fireworks, the allowable dates and times for the discharge of fireworks, and the authority of the Pierce County Fire Marshal in consultation with the Pierce County Executive, to authorize a temporary fireworks discharge ban based on a 10-hour fuel moisture content. The District should encourage the cities to adopt language deferring to the Pierce County Fire Marshal for temporary discharge bans. Chief Parkinson recommends that the Board take no formal action and allow him to work with the city administration(s) on capturing the intent of the County Council. No action taken, information only.

BOND-2018:

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

Station 111: There have been delays with the City of Bonney Lake permitting regarding ceiling height issue. Proposal to meet requirements should be ready to submit in February pushing the bid process out until April.

Station 112: Researching property options both private and publicly owned properties. More information in January.

Station 114: Septic design submitted.

Station 117: Site survey underway. Design development will model station 118 and begin in February.

Station 118: Footings, plumbing, and electrical are in. Slabs will be poured this week (weather dependent). Some contaminated soil was found on site and will require removal. The removal of contaminated soil requires permits which will increase cost of project. Walls are almost ready, waiting for slab to be poured.

Station 124: Problems with “squatters” in vacant buildings. Awaiting demolition permits.

Station 116 Training Facility: No changes.

COMMISSIONER TRAINING/EVENT REQUESTS:

2022 Meeting Schedule: Board was given the 2022 Regular meeting schedule.

CHIEF’S REPORT

Monthly Chiefs Report: Reviewed the Chief’s monthly report with the Board. Included in agenda packet. Chief Parkinson updated the Board on the status of COVID and recommended that the January regular meeting remain virtual. Commissioners discussed and requested the January regular meeting be held in person, unless COVID concerns increase prior to meeting. Chief Parkinson also updated the Board on the recent recruit graduation, newly hired recruits, Dr. Barnhardt’s contract, and two engines.

Monthly Stats: None

Divisional Reports: None

EXECUTIVE SESSION:

Chairman Napier called for an executive session per RCW 42.30.140 Collective Bargaining Agreement discussion at 8:35 p.m. for 15 minutes.

Meeting extended at 8:50 p.m. for 15 minutes.

Meeting extended at 9:05 p.m. for 15 minutes

Meeting reconvened at 9:20 p.m.

Upon reconvening the following action was taken:

Firefighters Collective Bargaining Agreement: Commissioner Kroum moved to approve the 2022-2024 Firefighters Collective Bargaining Agreement as presented. The motion was seconded by Commissioner Egan and carried.

Assistant Chief's Collective Bargaining Agreement: Commissioner Egan moved to approve the 2022-2024 Assistant Chief's Collective Bargaining Agreement as presented. The motion was seconded by Commissioner McElligott and carried.

Resolution 968: Commissioner Cathey moved to approve Resolution 968, which supersedes Resolution 668, as presented. The motion was seconded by Commissioner Kroum and carried.


COMMISSIONER ACTION/DISCUSSION: None

ADJOURN

There being no further business to come before the Board, Commissioner Cathey moved to adjourn the meeting. The motion was seconded by Commissioner McElligott. Meeting was adjourned at 9:25 P.M.


District Secretary Michelle Hollon


Chairman Jon Napier/Vice-Chair Ed Egan


Minutes taken by Corina Byerley,
Executive Admin Assistant