

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

January 16, 2024

A regular meeting of the Board of Fire Commissioners of East Pierce Fire & Rescue was held on January 16, 2024, in-person at Headquarters (18421 Veterans Memorial Dr E, Bonney Lake) and via conference/video call through Zoom. Notice and link to join meeting was posted for public access. Chair Jon Napier called the meeting to order at 7:00 p.m. Present by roll call were Commissioners Ed Egan, Mike Cathey (virtual), Kevin Garling, Pat McElligott, Randy Kroum, Cynthia Wernet (virtual), Chief Jon Parkinson, Deputy Chief Kevin Stabenfeldt, Finance Manager Michelle Hollon, and District Secretary Corina Byerley.

Commissioners Excused: None
Commissioners Unexcused: None

AUDIENCE: Project Manager Phil Herrera

HONORS AND RECOGNITIONS: None

OATH OF OFFICE: District Secretary gave Commissioner Egan and Commissioner Kroum their oaths of office.

Elections:

Board Chair for 2024-2025:

Commissioner McElligott moved to nominate Jon Napier as Board Chair for 2024-2025. The motion was seconded by Commissioner Kroum. No other nominations were received for Board Chair, motion carried.

Vice Chair for 2024-2025:

Commissioner McElligott nominated Ed Egan as Vice Chair for 2024-2025. The motion was seconded by Commissioner Garling. No other nominations were received for Vice Chair, motion carried.

Board Committee Assignments for 2024-2025:

Finance: Jon Napier, Chair, Kevin Garling, Pat McElligott

Human Resources: Ed Egan, Chair, Pat McElligott, Randy Kroum

Planning: Cynthia Wernet, Chair, Mike Cathey, Randy Kroum

APPROVAL OF AGENDA:

District Secretary Corina Byerley requested to amend the agenda as follows:

Agenda Item 4 (Consent Agenda) add Payroll vouchers 240103001 - 240103015 in the amount of \$741,895.77 and electronic payroll in the amount of \$2,772,173.96. Commissioner McElligott moved to approve the agenda as amended. The motion was seconded by Commissioner Garling and carried.

CONSENT AGENDA:

Commissioner Egan moved to approve the consent agenda (minutes from the December 19th Regular meeting; treasurer's report; current expense vouchers 240101001-240101072 in the amount of \$662,134.32; 240103001-240103015 in the amount of \$741,895.77; electronic payroll in the amount of

\$2,772,173.96; and Capital expense vouchers 240102001 - 240102013 in the amount of \$1,238,837.47). Motion seconded by Commissioner Kroum and carried.

GUEST SPEAKER PRESENTATION: None

VISITOR COMMENTS: None

BOND-2018:

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

Station 111: Interior framing continues. Rough-in plumbing and electrical continue. Elevator installation begins next week. Roofing is progressing slowly due to the rainy weather, causing impacts to timeline. Windows and storefronts arriving this week for installation this month.

Station 112: Permitting in process.

Station 114: The weather is holding up roofing on station 114 as well. Interior framing is 90% complete, primarily soffits and blocking at this time. Right of way work is 50% complete. We are currently addressing elevation conflicts with natural gas and water lines.

Station 117: All footing work is complete. Foundation walls are now underway. The site is underwater at times slowing progress. Soils are holding up well to the wet conditions.

Station 118: Punch list items are being addressed as they arise. Final vehicle exhaust system installation begins third week of January.

Station 124: Waiting for cabinetry.

CHIEF'S REPORT:

Monthly Chiefs Report: Reviewed the Chief's monthly report with the Board. Included in agenda packet. Chief Parkinson's report included: the WSAO 2022 financial and accountability audit is complete and clean; Engine 124 was placed in service on January 3rd; New Engine 116 will be placed into service later in January; still awaiting final appraisal report for Windmill property; Milton Fire Station joint study meeting will be held with City on January 24th; Legislative Day is January 23rd, WFC primary goal is stable funding and revenue; reminder of Planning Committee meeting on February 2nd; and Chief gave a brief overview of discussions with SS911 regarding call processing delays and efforts to improve dispatch times.

Monthly Deputy Chiefs Report: Deputy Chief Stabenfeldt gave a brief overview of each division's accomplishments for the month. DC Stabenfeldt highlighted work by Dina Sutherland organizing and distributing toys to families in need.

Monthly Injury Report: Update provided in agenda packet.

COMMISSIONER CONFERENCE/COMMITTEE REPORTS: None

RESOLUTIONS:

Resolution -Levy Lid Lift – April Ballot (1st reading): Chief Parkinson presented to the Board the first reading of a Resolution requesting the placement of a Regular Levy Lid Lift measure on the April 23rd 2024 ballot. This measure will ask the voters to lift the lid on the regular levy to reset the rate to \$1.50 per \$1,000 of assessed valuation in 2025. Commissioner Wernet requested to amend a spelling error in Section 3 on the fourth line changing "is" to "its". Commissioner Wernet made a motion to change

verbiage in first paragraph of explanatory statement to reflect a 13% increase since 2017. Motion was not seconded and failed. No action taken at this time, first reading.

NEW BUSINESS: None

UNFINISHED BUSINESS: None

COMMISSIONER TRAINING/EVENT REQUESTS:

PDC Reminder: District Secretary Corina Byerley reminded Board that PDC filing is due by April 15th.

Spring Series: Chair Napier expressed interest in virtually attending the Snure Seminar at the WFCAs Spring Series on March 23rd. Commissioner Kroum also expressed interest and will check schedule.

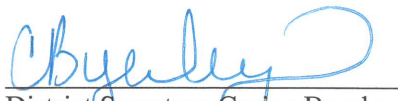
EXECUTIVE SESSION: None

COMMISSIONER ACTION/DISCUSSION:

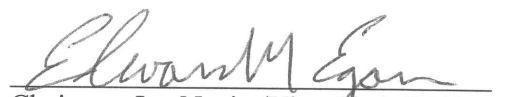
Commissioner Egan thanked the chief and the Station 118 crew for their A+ incident response.

ADJOURN

There being no further business to come before the Board, the meeting was adjourned at 8:43 p.m.



District Secretary Corina Byerley



Chairman Jon Napier/Vice-Chair Ed Egan