

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

March 18, 2025

A regular meeting of the Board of Fire Commissioners of East Pierce Fire & Rescue was held on March 18, 2025, via conference/video call through Zoom. Notice and link to join meeting was posted for public access. Chair Napier called the meeting to order at 7:00 p.m. Present by roll call were Commissioners Ed Egan, Kevin Garling, Pat McElligott, Randy Kroum, Cynthia Wernet, Justin Evans, Chief Jon Parkinson, Deputy Chief Kevin Stabenfeldt, Deputy Chief Matt Gilbert, Finance Director Michelle Hollon, and District Secretary Corina Byerley.

Commissioners Excused: None
Commissioners Unexcused: None

AUDIENCE: Assistant Chief Mike Westland, Project Manager Phil Herrera, Patience Taylor

HONORS AND RECOGNITIONS: None

OATH OF OFFICE: None

APPROVAL OF AGENDA:

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

CONSENT AGENDA:

Commissioner Garling moved to approve the consent agenda (minutes from the February 18th Regular meeting; treasurer's report; current expense vouchers 250303001 – 250303082 in the amount of \$421,648.29; payroll vouchers 250302001 - 250302011 in the amount of \$492,949.95 and electronic payroll in the amount of \$3,111,107.02; Capital expense vouchers 250304001 - 250304015 in the amount of \$952,626.23; post-meeting special voucher 250301001 in the amount of \$26,360.90; and Resolution 1080 the cancelation of warrants 1780344, 1780345, 1783920, 1780350, and 1784002 in the total amount of \$385,319.50). Motion seconded by Commissioner Wernet 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.

Station 111: Moved into the station. Certificate of occupancy issued and complete. Minor punch list items and troubleshooting is underway. Public meeting room will be completed the first week of April. The public plaza will be completed in April.

Station 112: Final site construction permit expected from the County any day. Ground break set for March 28th.

Station 114: Substantial completion is expected at the end of March. Interior cleaning and final appliance and furnishings install underway. Planning to occupy in May.

Station 117: Substantial completion is expected at the end of April. Interior finishes underway. Final grading and landscaping are underway. Planning to occupy in June.

CHIEF'S REPORT:

Monthly Chiefs Report: Reviewed the Chief's monthly report with the Board. Included in agenda packet. Chief Parkinson's report included: Station 111 grand opening will be held on May 17th 1-3pm; Communications Manager position has been filled and will begin on April 7th; Property lease signed for warehouse, tenant improvements begin on May 1st; and the Board Workshop will be held on April 15th.

Monthly Deputy Chiefs Reports: Included in agenda packet. Deputy Chief Stabenfeldt reported: Station 113 exterior work is underway, paint chosen to be similar to the new 111; LifeScan is underway and provided a program description; and a new public safety tower will improve radio issues and cellular service in the Fairfax/Evans Creek area. Deputy Chief Gilbert reported on the BC assessment center and thanked Tanya Lynch in Human Resources; and two department members have completed paramedic training.

Monthly Injury Report: Update provided in agenda packet.

COMMISSIONER CONFERENCE/COMMITTEE REPORTS:

Finance Committee: Commissioner Napier gave a brief overview of 3/10 Finance Committee meeting notes provided in agenda packet.

RESOLUTIONS:

Resolution 1081 -Reserve Ladder Surplus: Chief Parkinson presented to the Board Resolution 1081 requesting the surplus of one 1999 Spartan LTI Aerial Ladder Truck - Asset #221. Commissioner Evans moved move to approve Resolution 1081 to authorize the surplus of one 1999 Spartan LTI Aerial Ladder Truck - Asset #221 and to dispose of, donate, or sell at the discretion of the Fire Chief. The motion was seconded by Commissioner Kroum and carried.

NEW BUSINESS:

Authorization to Purchase Reserve Ladder Truck: Chief Parkinson requested authorization to purchase a reserve ladder truck. Commissioner Egan moved to authorize the Fire Chief to purchase a reserve ladder truck and complete any needed repairs, with a total expenditure not to exceed \$90,108, including sales tax. The motion was seconded by Commissioner Evans and carried.

Authorization to Purchase New Ladder Truck: Chief Parkinson requested authorization to purchase a new ladder truck. Commissioner Evans moved to authorize the Fire Chief to purchase a Pierce Ladder Truck for \$2,524,265, including sales tax. The unit is to be 100% prepaid with monies from the bond fund. The motion was seconded by Commissioner McElligott and carried.

UNFINISHED BUSINESS: None

COMMISSIONER TRAINING/EVENT REQUESTS:

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

PC Elections Candidate Filing (May 5-9): District Secretary Corina Byerley reminded the Board members up for election this year that the PC Elections candidate filing week is May 5-9.

WFOA Spring Series Saturday Seminar (Chelan, June 7th): District Secretary Corina Byerley provided information regarding the Saturday Seminar on June 7th in Chelan and requested any Board members interested in attending express their interest by 3/31 so there is adequate time to get them registered. Commissioners Napier, Garling, and McElligott will be attending.

EXECUTIVE SESSION: Chair Napier called for an executive session per RCW 42.30.110(1)(b) to consider the selection of a site or the acquisition of real estate by lease or purchase when public knowledge regarding such consideration would cause a likelihood of increased price at 7:44 p.m. for 10 minutes.

Meeting reconvened at 7:55 p.m.

COMMISSIONER ACTION/DISCUSSION:

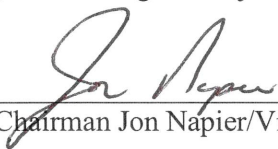
School District Oversight Board: Commissioners Kroum and Evans will be participating in a school district oversight board for a bond project.

Milton Property: Commissioner Egan requested clean-up of dead trees located on lot.

ADJOURN

There being no further business to come before the Board, the meeting was adjourned at 8:00 p.m.


District Secretary Corina Byerley


Chairman Jon Napier/Vice-Chair Ed Egan