



Pierce County Fire District 13

4815 Wa-Tau-Ga Ave. N.E. • Browns Point, WA 98422
(253) 952-4776 • (253) 925-8889
www.PCFD13.org

**Minutes
Board of Fire Commissioners November 14, 2023**

Commissioner Noll called the meeting to order at 9:00 AM and led all in the Pledge of Allegiance.

Roll Call led by **Commissioner Noll** to confirm quorum has been met. Present for the meeting: **Commissioner Zuluaga, Commissioner Malone (via Zoom), Chief Wassall.**

Members of the Public and Staff 6

CONSENT AGENDA:

Minutes: Motion- A motion was made by **Commissioner Zuluaga** to approve the meeting minutes for October 10, 2023, Regular Meeting.

Seconded Commissioner Malone
Passed (Unanimous)

Vouchers:

Motion-A motion was made by **Commissioner Zuluaga** to approve vouchers, #18188-18223 in the amount of \$85,544.33 for Monthly Payables.

Second: Commissioner Malone.
Passed (Unanimous)

Motion-A motion was made by **Commissioner Zuluaga** to approve voucher, #18225 in the amount of \$218.01 for lease payment #2559.3.1 F250PU.

Seconded: Commissioner Malone
Passed (Unanimous)

Motion-A motion was made by **Commissioner Malone** to approve vouchers, #18224 in the amount of (\$3,889.36) for Monthly Deposits.

Second: Commissioner Zuluaga.
Passed (Unanimous)

Correspondence:

A big thank you from DPSIC for helping with Dash Point Dash on September 9.
Thank you from Northpoint Co-op Preschool.

Chief's Report

Calls: 20 total calls, 2 fire calls, 16 EMS calls, 0 MVA's, and 2 Service Calls, A76, had 3 transports, Olympic had 9, all ALS.

Staffing and Recruiting: We will have an opportunity for two fire academies in 2024. I received a phone call from South Pierce Fire & Rescue. They have been authorized to hold a spring academy. We will hold a fall academy starting in August for the second. We attended a

job fair at TCC, and we have several inquiries for both fire academy and EMT. We will start to gauge the applications to see where they would like to start.

Financial Report:

GL Trial Balance cash on hand:	\$661,091.13
Less 11-14-2023 expenses	-\$85,554.33
Deposits (not yet posted)	<u>\$511.63</u>
Remaining cash on hand:	\$576,058.43

Reserves: \$582,501.98

Training: Chief Rapozo and crews have been preparing the house on Ton A Wan Da for the upcoming burn this Saturday, 11/18. We have been using the house for search and hose drills. The final prep from the developer will happen today and tomorrow. Chief Rapozo and I will be reviewing the Incident Action Plan. Saturday will start at Station77 at 0700.

SS911: Nothing to report, I did not attend any of the meeting last month.

Fleet Status: R77 is the last of our fleet that needs servicing. I want her to go to Ford for the service. We received 2 recall notices and I want them followed up on. E77 is back at West Pierce for the parts ordered to complete her service. We should have her back before the burn on Saturday. There are a couple of items for E76 ordered to complete her service.

Good of the Order: The Department will be having our Holiday Potluck dinner next Tuesday night for drill. You are invited to break bread with the troops. During the Commissioner's Conference, we were a sight on the 12th floor. Commissioner Zuluaga and I with the representatives from Rosenbauer were hanging around the baby grand piano going over the change order for our new engine. We will discuss it later this morning. I have ordered some equipment for A76. A new power cot and a performance loader will help us guide the cot into position and at the same time keep the cot charged. Braun NW has quoted us a price to install the loader. I also bought a battery powered auto extrication cutter. This cutter will get us started moving away from the gas-powered extrication. This cutter has more power to cut the exotic metals that the car companies are coming out with. Captain Fitzgerald is completing his purchases of the Hazardous Materials equipment with the grant from the Puyallup Tribe of Indians. We need to help with some of the costs, we needed a calibration station to make it all work. Next is to clean out the radio room so it all has a safe place to live and be ready.

MSO

Craig Williams has been hired as MSO.

PIO – Per Captain Fitzgerald

Discussion on PBX Communication System Replacement. This would include telecom, phones and possibly the copier.

Most of the Hazmat products ordered have been delivered. Browns Point Fire Association has 4 new members.

Reverse 911 for emergency situations. We must call EOM to initiate.

Commissioners Report

Commissioner Zuluaga:

Attended WFCFA Conference in Tulalip

Met with Robert Shelley to discuss the costs of a new fire engine.

Snure-Discussion on increment financing. It is not a benefit to the fire department. Uses future tax monies to help pay for new site/building.

Grant writing no secret potion. Each grant has its own identity.

Commissioner Malone:

Turkey Bingo has been cancelled.

Upswing in car thefts in the area.

Covid cases on the rise.

Commissioner Noll:

Fire Station equipment thefts in the Puget Sound area. Be careful managing property.

Microsoft Outlook replacing Windows Mail, any implications for us?

Would be nice to develop email list of key district contacts that could help us distribute important announcements via various club email lists.

Bid Law matrix limits will double on June 30, 2024

OLD BUSINESS:

1. Town Center Status:

Nothing new

Website still shows Quail Park opening in 2024. Come schedule a tour!

2. St Matthew Status:

Ongoing status check-ins with Terry Elofson, senior Vestry Warden.

3. Rosenbauer Configuration Process.

First payment will be due August 2024 375K monies needed for chasis. Monthly payments to begin in 2025.

Have Snure review purchase contract for compliance with Piggyback purchasing rules.

Changes to engine configuration. See list attached

Motion- A motion was made to sign an updated proposal to continue with change order documentation by **Commissioner Zuluaga**.

Seconded Commissioner Malone

Passed (Unanimous)

4. Station Maintenance

Contact Air Systems to replace the furnace at Browns Point station.

Replace oven upstairs at Browns Point station.

Paint trim around doors and fascia boards at Browns Point station.

Join MSRC group

January plan for concrete options.

Paint Station 76 Dash Point and or pressure wash.

5. Website Considerations.

Merge old website into new site. Commissioners and staff are OK with keeping the same

Additional Services listed. Add smoke detectors to the list and CO2 and fire alarm detectors.

NEW BUSINESS:

1. Chief Review and Compensation Adjustment

Motion- A motion was made to approve Chief Wassall compensation for 2024 by Commissioner Noll.

Seconded Commissioner Zuluaga.

Passed (Unanimous)

2. 2024 Budget Resolutions

A. Resolution 23-339 Approving 2024 Budget

Motion- A motion was made to approve Resolution 23-339 2024 Budget by Commissioner Zuluaga.

Seconded Commissioner Malone

Passed (Unanimous)

B. Resolution 23-340 EMS Property Tax

Motion- A motion was made to approve Resolution 23-340 2024 EMS Property Tax by Commissioner Zuluaga.

Seconded Commissioner Malone

Passed (Unanimous)

C. Resolution 23-341 Regular Property Tax

Motion- A motion was made to approve Resolution 23-341 2024 Regular Property Tax by Commissioner Zuluaga.

Seconded Commissioner Malone

Passed (Unanimous)

D. Resolution 23-342 Transfer of Funds

Motion- A motion was made to approve Resolution 23-342 Transfer of Funds by Commissioner Zuluaga.

Seconded Commissioner Malone

Passed (Unanimous)

Public COMMENTS:

Concerns on house burn on Ton A Won Da from several residents:

All hazardous material has been taken out of the house.

The roof will be taken down, we cannot burn it.

We have a permit from the Clean Air Agency.

We are expecting 30 Vol FF/EMT's on site at time of burn.

ANNOUNCEMENTS: The next regular meeting will be Tues., December 12, 2023, at 9:00 AM.

ADJOURNMENT: Meeting adjourned at 12:39 pm.

Approved By:

Chairman Noll

Commissioner Malone

Commissioner Zuluaga

Fire Chief/District Secretary