

THURSTON COUNTY FIRE DISTRICT THREE

BOARD OF FIRE COMMISSIONERS

MINUTES OF THE MEETING

July 16th, 2020

Chairman Dobry
Commissioner Roberts
Commissioner Kirkbride
Commissioner Hetzler
Commissioner Motzer via Zoom

The meeting was open to the public at Station 31 and via the Zoom meeting platform. Citizen Advisory members Doug Allen, Greg Moe, Dave Ribacchi, and Judy Wilson were in attendance.

I. CALL TO ORDER / FLAG SALUTE

Chairman Dobry called the meeting to order at 5:30pm.

II. APPROVAL OF THE AGENDA

MOTION: To approve the agenda as published.

Motion: Commissioner Kirkbride
Second: Commissioner Roberts
Carried: Unanimous

III. HEARING OF THE PUBLIC /MEMBERS PRESENT

- No public or members addressed the Board.

IV. APPROVAL OF THE CONSENT AGENDA

- General Fund 001 (Acct# 6630) checks numbered #22123 through #22134 and bank draft #DFT00568 in the amount of \$61,462.15
- Donations Fund 001 (Acct# 6633) bank draft #DFT00569 in the amount of \$7.52
- 2017A Capital Improvement Project Fund 306 (Acct#6639) checks #22135 through # 22137 in the amount of \$7,801.81
- 2017B Capital Projects Fund 307 (Acct#663B) a check numbered #22138 through #22140 and bank draft #DFT00570 in the amount of \$845,832.77
- 2017C Capital Projects Fund 308 (Acct#663C) a check numbered #22141 in the amount of \$5,442.21
- Payroll #07A-2020 in the amount of \$1,390,517.68

MOTION: To approve the consent agenda as published.

Motion: Commissioner Roberts

Second: Commissioner Hetzler

Carried: Unanimous

- Chief Brooks reviewed the Purchase Card Transactions Greater than \$1,000 with the Board.
 - Discussion took place regarding various purchases.
 - Commissioner Dobry inquired roughly how much the District would be seeking reimbursement for due to the COVID-19 Pandemic.
 - Finance Director Hough shared that the District is submitting reimbursement for ~\$61,000 of expenditures which include labor costs. Expenditures were submitted for June 30th and will also be submitted later in the year.

V. COMMITTEE REPORTS

A. Thurston County Medic One - EMS Council

Commissioner Kirkbride reported:

- Their July 15th meeting was conducted via Zoom and was well attended. County Commissioner Gary Edwards excused himself from the meeting as there were agenda items that would be brought before the Board of County Commissioners.
- The Comprehensive Plan that was due to be presented throughout the county was placed on hold until larger meetings can be held.
- Budget Committee is meeting regarding the 2021-2022 Bi-Annual Budget, which included a reduction of the budget for 2020 due to the decrease of property taxes collected. He reported that there would be a ~\$858,000 reduction to the 2021 budget and that there would be cuts to ALS and BLS contracts. The budget was approved and will be sent to the County Commissioners for further action.
- The Levy Ballot committee met and made recommendation to the Board of County Commissioners decided to go to the voters for the Primary Election 2021. Various levy types were discussed.
- Next meeting to take place in September.

B. Thurston 9-1-1 Communications (TCOMM)

Commissioner Roberts reported:

- Next meeting is August 5th.

C. City / District Liaison

Commissioner Dobry reported:

- No other meeting has taken place since our last Board meeting.
- Chief Brooks shared that their next meeting to take place in August.

D. Thurston County Fire Commissioners Association (TCFCA)

Commissioner Motzer reported:

- Next meeting to take place on Tuesday, July 21st.

E. Thurston Regional Planning Council (TRPC)

Commissioner Dobry reported:

- Volunteers were selected for their Work Committee.
- The Council approved a Regional Transportation Plan.
 - Public comments were received regarding a road planned through LBA Park to take place in 10-12 years as a City of Olympia project. A vote took place regarding the project and it passed. Discussion took place regarding the history of LBA park area.
- Discussed the Federal Transportation Projects for the years 2022-2025.

F. Community Outreach

Chief Brooks shared:

- The front lobby is re-opened during Phase 3 of Governor Inslee's Safe Start Plan with the mitigation measures at the front desk.
- Community Outreach Coordinator Chris DeBell worked to get the District recognized as a Public Agency on Next Door and was able to post the July newsletter to the public through that site. The newsletter received many views.

G. Capital Facilities and Equipment

Chief Brooks shared:

- Engineering drawings finalized and minor contract adjustments made, which will be presented to the Board at the next meeting
 - Commissioner Dobry inquired regarding if the builds would be on schedule.
 - Ladder truck anticipated to be completed by the end of the year and the two engines are anticipated to be completed by the end of first quarter of 2021.
 - Logistics Director Chambers shared that the drawings have been completed for the ladder truck and two engines.
 - Commissioner Kirkbride asked about the changes to the ladder truck.

- Chief Brooks shared the types of changes made to the ladder truck due to modifications for rescue equipment.
 - Commissioner Dobry inquired regarding the cost of the change and Logistics Director Chambers shared that there was an anticipated \$20-30k for the ladder truck changes.
- Station 34 anticipated to be completed by October. The installation of new exhaust system has taken place, along with completion of painting and cabinet case work. Tile work and bathrooms to be completed this week. The bay doors are in place. Grade work for sidewalks to be completed, which required some adjustments due to Century Link wiring. Power and gas to be put into the building soon. Anticipated opening on or around October 17th.
- Shared a site plan overview of Station 33 additions to include a meeting room, and a new apparatus bay. Extended apparatus apron to allow engine better turn radius and the addition of seven parking spots for staff.
 - Discussion took place regarding the design alignment and materials.
- Repair Facility has had adjustments made 25 ft. forward in order to design around oak tree. Discussions took place regarding the revised paving and island layout.

VI. OLD BUSINESS

A. Planning and Response Updates for Pandemic: Staff Report

Chief Brooks shared:

- One member of the District has an active COVID positive case. He shared that the District conducted contact tracing and members who worked with that member were placed in quarantine. The member was not in contact with the public. The Station was decontaminated - twice.
 - Commissioner Hetzler inquired how long affected members were to be quarantined.
 - Chief Brooks shared that 5 members were quarantined and one is in isolation. The quarantine period is 14 days and public health practice is if there are no symptoms, members are not automatically tested. However if any symptoms occur, they will be tested.
- There has been a rise in COVID cases in the community, but is not reflected in the number of service calls.

VII. NEW BUSINESS

- ### **A. Resolution 876-07-20: 2020 General Election Levy Lid Lift: Staff Report/Discussion/Proposed Action (Appendix A)**

Chief Brooks shared:

- That the District acknowledges the importance of being economically prudent and he discussed the disadvantages of going for the levy lid lift next year. He shared there were some wording changes to this resolution versus previous drafts. The District is seeking recommendations and questions from the Board.

MOTION: To adopt Resolution #876-07-20 A Levy Lid Lift for Maintenance and Operations

Motion: Commissioner Kirkbride

Second: Commissioner Hetzler

Carried: 3 Yay, 1 Nay, 1 Unable to Vote

- Commissioner Motzer shared his concerns regarding the Levy Lid Lift and current unemployment rates. He stated that he would feel more comfortable with the levy lid lift to be placed on the ballot in the next Primary vote.
 - Discussion took place regarding Thurston County and state employment rates.
- Citizen's Advisory member John Martin thanked the Commissioners for their work to Levy Lid Lift. He shared that it would be wise to move forward with this ballot measure now, as opposed to later when there may be higher taxes in an effort to catch up.
- Commissioner Kirkbride shared experience from Medic One discussions regarding their future levy ballot measure. He encouraged the District to attempt the levy now and have the opportunity to go to voters next year if this year's levy doesn't pass. He shared that he supports the measure.
- Commissioner Roberts shared that she values the concerns regarding the economy and that she has spoken with constituents who felt that now more than ever that District service is needed in the Lacey community. She is in favor of the measure and wanted constituents to decide.
- Commissioner Dobry shared that there are good reasons to go to voters this year, however that he had concerns regarding the economy and referenced the 2021 COLA indicators for retirees, military retirees, and civil service. He shared that he would recommend going to voters next year.
- Citizen's Advisory member Dave Ribacchi shared his concerns with not taking the levy lid lift to the citizens this November, in terms of compromising the service level the community. He shared that he didn't believe that residents would be okay with furloughing staff and potentially having slower response times. He asked the Commissioners to approve this measure.
 - Commissioner Kirkbride shared that the Board cannot comment on how the campaign should be run, it is up to the citizen's to decide.
- Commissioner Kirkbride asked that it be placed into record that if the District did not need the 106% that the District would not take it.

- Discussion took place regarding the explanatory statement and ensuring it was included in the passage of the Resolution.

MOTION: To add the Explanatory Statement as Exhibit B to the Resolution that was just adopted by the Board.

Motion: Commissioner Kirkbride

Second: Commissioner Hetzler

Carried: Unanimous

B. Declaration of Surplus Equipment: Staff Report/Proposed Action (Appendix B)

Chief Brooks shared:

- The District has replaced the old SCBA equipment, originally purchased in 2007, with new equipment. While the equipment could be sold from the District directly, there is some liability to do so, therefore a third party vendor is needed to test and recertify them. They will be sold at below market rate, however the purchaser will repair and accept liability for the used item to be sold to another agency and allows the District to obtain money for them at ~\$360 per SCBA.
 - Commissioner Dobry asked if it was a fixed cost for each pack.
 - Logistics Director Chambers shared that each piece of the pack is assessed and that the third party vendor will audit the items sent and determine cost. The working estimate is ~\$33,000.

MOTION: To approve the declaration of surplus equipment SCBA, cylinders, ultra elite facemasks and associated equipment.

Motion: Commissioner Roberts

Second: Commissioner Kirkbride

Carried: Unanimous

VIII. ADMINISTRATIVE REPORT

Chief Brooks provided the following updates:

- Staff Planning Day scheduled for Friday, July 17th.
 - Commissioner Kirkbride asked about lobby business.
 - Chief Brooks shared that foot traffic is highly variable. Blood pressure checks have been more frequent and the District has been receiving more requests for outdoor burning information. There has been an increase in incoming packages.
 - At the August 2nd BoFC meeting the Chief will schedule a walk-through of new Station 34 and the Board will sign the backlog of minutes.

- The crew who were mobilized to Eastern Washington returned home this Tuesday. Due to the quarantine and reduction in staff the District will be holding off on sending crews for additional mobilizations.

IX. COMMISSIONER COMMENTS

Commissioner Kirkbride – He shared that on June 18th he received updated information on the regionalization study regarding the projection of various FD mergers. He asked that the Board discuss how to provide feedback to Tumwater FD regarding the Regionalization Study at the next Board meeting.

- Chief Brooks asked if Commissioner Kirkbride would like anyone outside included.
 - Commissioner Kirkbride stated that he would check with East Olympia FD Commissioner Moon to see if they would like to attend.

Commissioner Roberts – Shared her thanks to have COVID-19 protocols in place for our members. She shared her thanks to the District for responding to a recent fire call in her neighborhood. Asked to be excused from the next meeting.

Commissioner Hetzler – No comments.

Commissioner Dobry – He shared that he was thankful that the District had policies and procedures in place for the member affected by COVID-19.

X. OTHER INFORMATION

- A. Suggestion Box/Correspondence – None.

Chief Brooks shared:

- None

XI. HEARING OF THE PUBLIC / MEMBERS PRESENT




- A comment was shared by the public if it was possible to electronically sign the meeting minutes versus doing so in-person hard copy signing.
 - Discussion took place regarding various ways to sign electronically or in person. Chief Brooks shared that the Logistics department would look into alternate methods of signing.
- On behalf of VFW Post 318 and Thurston County Realtors, Greg Moe thanked the District for its participation in the Flag Day celebration.
- Discussion took place regarding the Board's next meeting and Chief Brooks shared that there will be an update to Governor Inslee's guidance on July 28th that will inform whether the Board meeting would be Zoom or a combination of in person and Zoom.


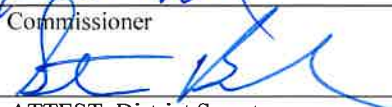
ADJOURNMENT

The meeting adjourned at 7:36 p.m.

Next Regular Meeting: August 6th, 2020– 5:30 p.m.

Available via remote meeting or possibly in person at Station 31, located at 1231 Franz St. SE.


Chair

Commissioner

Commissioner

Vice Chair

Commissioner

ATTEST: District Secretary