

Chief
James R. Bixler

Assistant Chief
Jay Wiggins

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Commissioners:

Colleen M. Adler
David Albertson
Gordon S. Babo

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MINUTES OF SEPTEMBER 19, 2023 REGULAR BOARD OF FIRE COMMISSIONERS MEETING

The regular meeting of the Pierce County Fire Protection District No. 27 Board of Fire Commissioners was held at 12207 Lake Josephine Blvd., Anderson Island, Washington. Board Chair Colleen M. Adler called the meeting to order at 3:00 p.m. Commissioner David Albertson, Commissioner Gordon S. Babo, Chief James R. Bixler, Assistant Chief (A/C) Jay Wiggins, Admin Services Manager (ASM) Ramona Wheeler attended. Also in attendance: Capt. Jeff Hayes, Lt. Al Parker, and Firefighter Aiden Manning.

READING AND APPROVAL OF MINUTES

The minutes of the September 5, 2023, Regular Board Meeting were presented. Commissioner Albertson made a motion to accept the minutes as written. Commissioner Babo seconded. Motion passed.

REPORTS OF OFFICERS & BOARDS

SECRETARY'S REPORT

Secretary to the Board reported on correspondence received from Pierce County regarding preliminary Fire and EMS levy figures. Chief Bixler spoke with the Treasurer's office and was informed that the District may also be entitled to state funds that are newly available. The Treasurer's office advised Chief Bixler to "round up" to the nearest thousand dollars for our amounts, resulting in a total of approximately \$1.3 million.

REVIEW OF RESOLUTIONS

Resolution #2023-40 Payroll & Expense vouchers #27230486 – #27230509 in the amount of \$34,702.09 was available for review and discussion. After review and discussion, Commissioner Babo made a motion to approve. Commissioner Albertson seconded. Motion passed.

Resolution #2023-41 Transfer from Reserve Fund to Current Expense Fund in the amount of \$30,000.00 was available for review and discussion. After review and discussion, Commissioner Albertson made a motion to approve. Commissioner Babo seconded. Motion passed.

FINANCIAL REPORT

The Financial Report for all funds through the month of August was available for review. It is comprised of the most recently closed District financials, via Pierce County's online dashboard. Effective Cash Balance by fund as well as Investment Purchases managed by the County are reflected in this summary.

DISTRICT FUND	CASH ON HAND	INVESTMENTS	TOTAL CASH BALANCE
Current Expense Fund	\$8,683.63	\$0.00	\$8,683.63
Reserve Fund	\$1,172.07	\$350,891.78	\$352,063.86
G.O. Fund	\$267.31	\$91,377.90	\$91,645.21
Capital Project Fund	\$1.99	\$74,459.31	\$74,461.30

CHIEF’S REPORT

Resident Firefighter Introduction: Chief Bixler opened the Chief’s Report by introducing our newest Resident Firefighter, Aiden Manning, who was welcomed to the District.

Annual Safety Fair: Chief reported that the Safety Fair was a success, and we were host to a good group of vendors. Following Commissioner Babo’s suggestion, the District held a hotdog cookout, in which the Anderson Island Firefighters Association provided approximately 160 hotdogs to the public. Attendees reported an enjoyable and informative experience, with the cookout being especially well-received.

Call Volume: During the Safety Fair, we were dispatched to multiple calls. There have been three instances in the last month of back-to-back calls. Chief shared that though he hopes that level of response remains atypical, our volunteers rose to the challenge without complaint. Board Chair Adler inquired if there was an after-action report completed on the structure fire. Chief Bixler informed the Board that an incident report was provided to the public through the District’s Facebook page. The trees on the property were close to the fully involved house and had also ignited, with flames visible 120 to 150 feet up. The fire was in danger of encroaching on the residential structure next door. Capt. Hayes and Chief informed the residents that an additional 100 feet of hose line had been added to provide greater coverage after a hydrant audit last year. The neighbors were pleased to hear that.

Budget Item Consideration: Chief suggested that a whole house alerting system be considered as a budget item this year.

PC Sheriff Correspondence: Chief Bixler will be drafting a letter to the Pierce County Sheriff concerning their presence on the island. The District routinely provides support to the Sheriff’s office, including welfare checks and alarm investigations, but that support has not been reciprocated. The Sheriff was invited to have a presence at the Safety Fair, but no representative was sent. Last month, Chief shared his concerns regarding safety enforcement on island roads but received no follow-up. Call volumes continue to increase, and our volunteer force is being stretched to meet these higher levels and accommodate the current degree of mutual service. Chief shared that he would like to see a mutually beneficial agreement reached. Board Chair Adler encouraged the possibility of reaching a future agreement that will best serve the community.

TRAINING OFFICER REPORT

A/C Wiggins provided an update on personnel training. Nine volunteers completed the S-212 Wildland Fire Chainsaw class. Due to the volunteer investment required by this course, Board Chair Adler suggested we consider having points for similar classes on a separate budget line. We have one EMT who will need to be recertified this year. Capt. Arzola is now a Senior EMS Instructor (SEI) and evaluator and will be able to conduct the recertification instruction. After a successful EMT course this year, we are looking forward to holding one again in 2025. Recruit Academy is underway and running most weekends. Chief Bixler suggested that with additional funds available next year, we seek to redouble training opportunities. A/C Wiggins also

shared that we are pursuing outside instructors for additional training and that the US Coast Guard will be participating in a marine training exercise for the District in October.

UNFINISHED BUSINESS

Capital Building Project: No progress to report.

NEW BUSINESS

None.

PUBLIC INPUT

FF Al Parker shared his concern that if all monies from the County are not utilized, future budgets may be cut. Chief Bixler assured him this was not the case.

BOARD MEETING SCHEDULE

Oct 3, 2023	3:00 PM
Oct 17, 2023	3:00 PM
Nov 7, 2023	3:00 PM
Nov 21, 2023	3:00 PM
Dec 4, 2023	3:00 PM ~ <i>Monday</i>
Dec 19, 2023	3:00 PM
Jan 2, 2024	3:00 PM
Jan 16, 2024	3:00 PM
Feb 6, 2024	3:00 PM
Feb 20, 2024	3:00 PM
Mar 5, 2024	3:00 PM
Mar 19, 2024	3:00 PM

ADJOURN

There being no further business for discussion, the meeting adjourned at 4:00 p.m.

APPROVED:

ATTEST:

Colleen M. Adler, Board Chair

David Albertson, Commissioner

Gordon S. Babo, Commissioner

James R. Bixler, Secretary to the Board