

Chief  
James R. Bixler

Assistant Chief  
Jay Wiggins



Commissioners:  
Colleen Adler  
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## MINUTES OF SEPTEMBER 6, 2022 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. Commissioner Dale Porterfield called the meeting to order at 3:00 p.m. Commissioner Dave Albertson, Chief James R. Bixler, Assistant Chief (A/C) Jay Wiggins, and Administrative Assistant (A/A) Ramona Wheeler attended. Also in attendance: Capt. Arron Reynolds. Excused: Commissioner Colleen Adler.

### READING AND APPROVAL OF MINUTES

The minutes of August 16, 2022, Regular Board Meeting were presented. Commissioner Albertson made a motion to accept the minutes as written. Commissioner Porterfield seconded. Motion passed.

### REPORTS OF OFFICERS & BOARDS

#### SECRETARY'S REPORT

Secretary to the Board reported on correspondence received from Commissioner Adler, confirming that she will not attend the 2022 Washington Fire Commissioners Association (WFCA) Conference.

#### REVIEW OF RESOLUTIONS

Resolution #2022-33 Payroll & Expense vouchers #27220455 – #27220475 in the amount of \$22,401.10 was available for review and discussion. After review and discussion, Commissioner Albertson made a motion to approve. Commissioner Porterfield seconded. Motion passed.

#### CHIEF'S REPORT

Labor Day Parade: Chief Bixler reported our District was represented at the 2022 Anderson Island Annual Country Parade by volunteer personnel driving fire apparatus and conducting fire hose demonstrations.

Marine 27: M27 fireboat is currently out of service. Damage occurred during a mutual aid call for a civilian boat fire near Herron Island. Although our initial response was canceled, the West Pierce Fire (WPF) boat *Endeavor* engine compartment caught fire, and our services were again requested. During our response to that incident, M27's motor was damaged; both the upper and lower units sustained cracks. WPF's fireboat is out of service indefinitely. Marine 279 (M279) is back in the water. M279 was being considered for Herron Island's use, but it is currently needed by the District. Chief is currently in communication with our insurance company and an adjuster has been scheduled for an on-site inspection.

Ferry Contingency Plan: Chief received a call from Pierce County Ferry administration regarding their contingency plan for the period when the *Christine Anderson* is in dry dock for maintenance. Two of the

vendors currently under consideration by Pierce County to provide backup are based in the San Juan Islands, which will result in a response time exceeding 24 hours.

**TRAINING OFFICER REPORT**

A/C Wiggins provided an update on volunteer and personnel training. Capt. Reynolds and Firefighter Al Parker were scheduled for a class today, but that particular training has been canceled. Recruit Academy has run three classes so far, with the first Saturday class taking place this weekend. We have six recruits and two additional individuals have expressed interest in volunteering. Training remains on its regular schedule.

**UNFINISHED BUSINESS**

Capital Building Project: A/C Wiggins gave an update on capital building construction finalization. Everything is complete other than paying final contract balances, which are still pending. Chief Bixler mentioned that the District is currently researching possible contractors for the asphalt project; however, oil is at a premium cost and the District may determine to wait for a drop in price before proceeding.

Emergency Plan: Capt. Reynolds presented a brief status update on emergency planning. Work on the Safety Preparedness Fair schedule of activities continues, as we get closer to the September 24 event date.

Fuel Storage Tank: Chief informed the Board that the split-fuel storage tank installation is moving forward. Contractor Chuck Horjes has indicated his company is bringing a crane to the island for another project and will complete installation of our tank at that time. Chief mentioned that we would require a spreader bar due to the weight of the tank. Chief also commented that the District will examine options for fuel tank pumps.

Insurance Review: No report.

Radio Communications: Chief Bixler provided an update, stating he and A/C Wiggins plan to attend the meeting between fire chiefs and vendor providers, which will explore rural fire department needs. Chief commented that we are currently paying for the use of the 700 and 800 systems. If we purchase new radios, we will still need to pay for those systems.

Residency Program: No report.

**NEW BUSINESS**

Interim Commissioner: Chair Porterfield informed the Board that he has listed his house for sale and plans to move off island approximately 30 to 60 days after closing. He expressed his intention to continue attending meetings until his house is sold. During the transition, commissioners will appoint an individual to serve as interim commissioner, until Board Position 2 is filled in the November 2023 election.

CPA: Chief Bixler will contact Attorney Joe Quinn for advice on obtaining the services of a CPA.

**PUBLIC INPUT**

None.

**2022 BOARD MEETING SCHEDULE**

Sep 20, 2022	3:00 PM
Oct 4, 2022	3:00 PM
Oct 18, 2022	3:00 PM
Nov 1, 2022	3:00 PM
Nov 15, 2022	3:00 PM

Dec 5, 2022            3:00 PM ~ *Monday*  
Dec 20, 2022         3:00 PM

**ADJOURN**

There being no further business for discussion, the meeting adjourned at 3:55 p.m.

**APPROVED:**

**ATTEST:**

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**Colleen Adler**, Commissioner

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**David Albertson**, Commissioner

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**Dale Porterfield**, Commissioner

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**James R. Bixler**, Secretary to the Board