

Chief
James R. Bixler

Assistant Chief
Jay Wiggins



Commissioners:
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MINUTES OF MARCH 15, 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. Board Chair Dale Porterfield called the meeting to order at 3:15 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. Jeff Hayes and Capt. Arron Reynolds. Excused: Commissioner Colleen Adler.

READING AND APPROVAL OF MINUTES

The minutes of March 15, 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

No correspondence.

REVIEW OF RESOLUTIONS

Resolution #2022-10 Payroll & Expense vouchers #27220138 – #27220157 in the amount of \$40,148.75 was available for review and discussion. After review and discussion, Commissioner Albertson made a motion to approve. Commissioner Porterfield seconded. Motion passed.

Resolution #2022-11 Transfer from Reserve Fund for Miscellaneous Capital Equipment Expenditure in the amount of \$11,580.02 was available for review and discussion. After review and discussion, Commissioner Albertson made a motion to approve. Commissioner Porterfield seconded. Motion passed.

Resolution #2022-12 Transfer from Reserve Fund to Current Exchange Fund in the amount of \$10,000.00 was available for review and discussion. After review and discussion, Commissioner Albertson made a motion to approve. Commissioner Porterfield seconded. Motion passed.

FINANCIAL REPORT

The Financial Report for all funds through the month of February 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	\$ 8,737.68	\$10,926.36	\$19,664.04
Reserve Fund	\$ 3,712.18	\$450,568.73	\$454,280.91
G.O. Fund	\$ 3,375.27	\$31,020.41	\$34,395.68
Capital Project Fund	\$ 835.20	\$67,817.53	\$68,652.73

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CA _____
DA _____
DP _____

CHIEF’S REPORT

Paving Project: Chief Bixler briefed the Board on efforts to get bids for a potential asphalt project as the District explores feasibility, which included area companies and preliminary estimate figures.

Recent Calls Review: Chief shared with commissioners recent challenges the fire department team has faced with a difficult situation regarding a series of related emergency calls, which included communication with Pierce County Sheriff’s Office, as well as Pierce County Ferry administration and West Pierce Fire.

Resident Firefighter Quarters: Chief reported Capt. Jeff Hayes is working with him to establish policies, rules, and regulations for future District staffing of firefighters who will live in the resident quarters.

Station Reopened: Chief also mentioned the fire station is now open to the public.

TRAINING OFFICER REPORT

A/C Wiggins provided an update on District personnel training and reported officers are conducting class instruction to volunteers per the 2022 master schedule. Capt. Megan Arzola will be teaching Fire Behavior at the fire drill this evening, and we plan to burn a small-scale building prop during the demonstration portion. In addition, Firefighter Al Parker has successfully completed the EVIP 3.0 trainer course; the District now has three certified EVIP instructors. Mr. Parker and Capt. Arron Reynolds have expressed interest in a class on building construction and fire suppression, to be offered through Dupont. The District is also looking into the certification process to qualify Capt. Arzola for EMT instructor.

UNFINISHED BUSINESS

Capital Building Project: A/C Wiggins reported that Pierce County’s inspection of the capital building construction project is still pending. The District is still seeking a solution to the stove shutoff requirement and is waiting for additional feedback from the fire marshal. A/C Wiggins informed the Board that the architect is coordinating both efforts with Pierce County.

Emergency Plan: Chief gave a brief update on the status of strategic planning efforts and mentioned his conversation with AICB member Jim Cook. The next Emergency Planning meeting is scheduled for tomorrow.

Fuel Storage Tank: Chief provided a report on acquisition of split fuel tank and preparations for moving it to Anderson Island. Chief also commented on next steps regarding permitting and installation site preparation.

NEW BUSINESS

None.

PUBLIC INPUT

None.

2022 BOARD MEETING SCHEDULE

Apr 5, 2022	3:00 PM
Apr 19, 2022	3:00 PM
May 3, 2022	3:00 PM
May 17, 2022	3:00 PM
Jun 7, 2022	3:00 PM
Jun 21, 2022	3:00 PM
Jul 5, 2022	3:00 PM
Jul 19, 2022	3:00 PM
Aug 2, 2022	3:00 PM
Aug 16, 2022	3:00 PM
Sep 6, 2022	3:00 PM

ADJOURN

There being no further business for discussion, the meeting adjourned at 4:10 p.m.

APPROVED:

ATTEST:

David Albertson, Commissioner

Dale Porterfield, Commissioner

Colleen Adler, Commissioner

James R. Bixler, Secretary to the Board