

Chief
James R. Bixler

Assistant Chief
Jay Wiggins



Commissioners:
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MINUTES OF NOVEMBER 2, 2021 REGULAR BOARD OF FIRE COMMISSIONERS MEETING

The regular meeting of the Pierce County Fire Protection District No. 27 Board of Fire Commissioners was held for Anderson Island Fire/Rescue, based at 12207 Lake Josephine Blvd., Anderson Island, Washington, with all attendees joining via remote attendance technology in compliance with the extension of the Washington Governor's Proclamation and in response to COVID-19 business restrictions. Commissioner David Albertson called the meeting to order at 3:00 p.m. Commissioner Colleen Adler, Chief Jim Bixler, Assistant Chief (A/C) Wiggins and Administrative Assistant (A/A) Elizabeth Vickstein attended the meeting. Commissioner Dale Porterfield joined the in-progress meeting. Also in attendance: Capt. Jeff Hayes.

READING AND APPROVAL OF MINUTES

The minutes of October 19, 2021, Regular Board Meeting were presented. Commissioner Albertson made a motion to accept the minutes. As Commissioner Adler had not been present at that meeting, Chief Bixler seconded the motion on behalf of Commissioner Porterfield prior to his arrival, with approval. Motion passed.

REPORTS OF OFFICERS & BOARDS

SECRETARY'S REPORT

Secretary to the Board shared with commissioners several thank-you letters received from island citizens, both former patients and grateful families. In addition, one individual brought in 12 vases of flowers and gift certificates to the Anderson Island General Store, to express gratitude to the volunteer team for rescuing him when he was pinned under a small tractor. Another family was smoked out of their home and thanked the District not only for their aid, but also for providing information on the safe operation of pellet stoves.

REVIEW OF RESOLUTIONS

Resolution #2021-42 Payroll & Expense Vouchers in the amount of \$18,692.59 was available for review and discussion. After review and discussion, Commissioner Adler made a motion to approve. Commissioner Albertson seconded. Motion passed.

CHIEF'S REPORT

Halloween Drive-Thru: Chief Bixler shared that the Drive-thru Halloween Trick-or-Treat District event was successful with 46 out of 48 bags of candy given out. Cars with adults also drove through just to see the decorations. Pictures of the event have been posted online via social media by citizens. Commissioner Adler mentioned that it was a good event for the community, and she commented positively on the upcoming island craft activity for children that will be hosted at the fire station.

Public Disclosure: Chief informed the Board that information gathering for the public disclosure records request is almost complete and the District should meet the November 16 deadline.

2022 Budget: Chief reported that the proposed budget is ready to be presented, and copies will be sent to commissioners for review this week. Commissioner Adler requested that forecasted revenue be available for

the special budget meeting. The special budget meeting is scheduled to be held on Tuesday, November 9, via remote meeting technology. Public notice will be posted.

Vaccine Mandate: Chief shared that the District is at 100% compliance with the Governor’s mandate, which has been accomplished through a combination of personnel vaccinations and exemption approvals.

TRAINING OFFICER REPORT

A/C Wiggins provided an update on training and reported District officers continue to provide regularly scheduled classes. Captain Reynolds will be attending a National Fire Academy Course to be held in Federal Way this month. A/C Wiggins and Captain Reynolds are currently working on the 2022 training schedule. Commissioner Adler inquired about the state of the training ground after adverse weather the previous week, and Chief reported that the grounds are intact.

UNFINISHED BUSINESS

Capital Building Project: A/C Wiggins presented an update on the capital building construction project, reporting that we continue to make progress. The stair handrail in the garage has been secured in place, countertops were finished today, and electrical projects are almost complete. Commissioner Albertson asked if we had decided to place utilities in the backroom, and A/C Wiggins reported that a final decision still needs to be reached on the location of the laundry facilities. Architect Dan Kinkella will be on campus tomorrow to discuss the issue. All fixtures have been received and are ready to be installed. A/C Wiggins stated we are hopeful the project will be completed by the end of the year.

BLS Patient Transports: Chief gave an update and reported that NW Ambulance, stationed out of Puyallup and Fife, is prepared to provide transport for our patients from Steilacoom Dock, if given sufficient notice. Chief stated that we can give them 30-minutes lead time. Chief and A/C Wiggins have a meeting with the management of NW Ambulance this coming Thursday. Chief sent an email to Pierce County FireComm requesting NW Ambulance be placed at the top of our list for private ambulance transports. While there was one patient call that would have qualified since this discussion, NW Ambulance was not available for that particular transport. The fire chief from DuPont has been invited to participate in future discussions with our District and NW Ambulance.

Emergency Plan: Chief shared that he has a meeting with Capt. Reynolds later this week to discuss progress. Chief reported Pierce County has not yet responded to recent communication efforts by Capt. Reynolds.

Website Redesign: A/A Vickstein gave an update on the website redesign. The “About Us” page has been completed with 2020 call stats added. Over half of leadership bios have been completed. A/A Vickstein shared that she is looking forward to giving a presentation possibly in December, once photos from the annual banquet are received.

Gas Storage Tank: Chief shared research findings and reported that if the District chooses to use a double layer tank, it would be an easier process and less regulations would be required. Commissioner Albertson clarified that we are looking at aboveground tank versus an underground setup. Chief has requested plan specs along with a list of possible vendors. Commissioner Albertson inquired if it would be best for the District to continue using the existing diesel tank or to install a “split tank” between unleaded and diesel fuel.

Chief reported that Capt. Hayes is gathering numbers for how many gallons the District uses per year and/or per quarter. Chief also discussed the feasibility of a vehicle-mounted tank to make ferry crossings. Commissioner Albertson commented that it would require a dedicated run and Chief agreed. Commissioner Porterfield recommended contacting the company currently making fuel runs. Chief commented that it is the same company that currently provides diesel to the District.

NEW BUSINESS

Commissioner Albertson inquired whether a Commissioners Award will be given at the annual banquet this year. After review and discussion, the Board agreed that a recipient will be selected for the award this year. Commissioner Porterfield indicated the decision will be determined by Commissioners Albertson and Adler.

PUBLIC INPUT

None.

BOARD MEETING SCHEDULE

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|--------------|-------------------------------------|
| Nov 9, 2021 | 3:00 PM ~ <i>Special Budget Mtg</i> |
| Nov 16, 2021 | 3:00 PM |
| Dec 6, 2021 | 3:00 PM ~ <i>Monday</i> |
| Dec 21, 2021 | 3:00 PM |
| Jan 4, 2022 | 3:00 PM |
| Jan 18, 2022 | 3:00 PM |
| Feb 1, 2022 | 3:00 PM |
| Feb 15, 2022 | 3:00 PM |
| Mar 1, 2022 | 3:00 PM |

ADJOURN

There being no further business for discussion, the meeting adjourned at 3:35 p.m.

APPROVED:

ATTEST:

Colleen Adler, Commissioner

David Albertson, Commissioner

Dale Porterfield, Commissioner

James R. Bixler, Secretary to the Board