

Chief
James R. Bixler

Assistant Chief
Jay Wiggins



Commissioners:
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MINUTES OF DECEMBER 1, 2020 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 Dale Porterfield called the meeting to order at 3:00 p.m. Commissioner Colleen Adler, Commissioner David Albertson, Chief Jim Bixler, Assistant Chief (A/C) Jay Wiggins, and Administrative Assistant (A/A) Ramona Wheeler attended the meeting.

READING AND APPROVAL OF MINUTES

The minutes of the November 17, 2020, regular Board Meeting were presented. Commissioner Adler made a motion to accept the corrected minutes. Commissioner Albertson seconded. Motion passed.

The minutes of the November 18, 2020, Special Budget Meeting were presented. Commissioner Adler made a motion to accept the minutes as written. Commissioner Albertson seconded. Motion passed.

REPORTS OF OFFICERS & BOARDS

SECRETARY'S REPORT

No correspondence.

REVIEW OF RESOLUTIONS

Resolution #2020-56 Payroll & Expense vouchers #27200547 – #27200563 in the amount of \$26,017.66 was available for review and discussion. After review and discussion, Commissioner Albertson made a motion to approve. Commissioner Adler seconded. Motion passed.

Resolution #2020-57 Capital Project Expense voucher #27200564 in the amount of \$210.00 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

Chief Bixler reported on preparations for the building renovation work to begin, stating Capt. Reynolds has been leading demolition efforts of the building's interior by District volunteers. Chief commented that our gym equipment has been relocated to one of the station's bays and continues to be used daily by volunteers.

TRAINING OFFICER REPORT

A/C Wiggins reported that the District follows the Governor's Proclamation, and we are in compliance with the most recent extension on meeting restrictions as we continue working to complete training for the year.

UNFINISHED BUSINESS

Capital Building Project:

Contract. Chief Bixler reported the District is working toward finalization of the building project contract with Chuck Horjes Construction. Mr. Horjes was on site today along with the plumber, and his team prepared the volunteer quarters building with floor markings to facilitate cutting the concrete. Initially there had been some concern regarding the concrete thickness; however, Capt. Reynolds was able to extract a core sample and there was consensus that the thickness is appropriate for the project.

Insurance. Chief provided information to the Board regarding his conversation with the District's insurance provider, during which he discovered that although Mr. Horjes carries a rider, the District will still need construction insurance coverage through Enduris.

Security Bond. Chief introduced for consideration whether a security bond should be required for the District's building project. After review and discussion, Commissioner Porterfield made a motion to waive the bond. Commissioner Albertson seconded the motion. Motion passed to waive requirement for a security bond.

Emergency Plan: No progress to report.

Forms and Policy: Chief gave a status update and reported that Enduris provides a Claim of Damages form that meets RCW requirements. We now have the claim torts form in place at the station with District information available on the first page, and Chair Porterfield indicated that the District has met the RCW and the forms portion is completed. Commissioner Adler will conduct research into the Data Breach Policy need.

Future Boat Moorage: Chief will follow up with the owner of the property of interest.

Small District Representatives: Chief gave an update that he is still waiting for Tim Hannah to call back.

Riviera Marina Agreement: Commissioner Albertson reported on a conversation he had with a member of the Riviera Community board. Chief stated he will reach out to the Riviera manager again this week.

Website Redesign: Chief provided an update on his conversation with George Berz on whether his son would be interested in assisting us with the technical aspects of the site build. Chief also shared that he had posted for a volunteer on the community Facebook page with no success. Chief reported on his research into third party sourcing and revealed that Vashon's initial website fee was about \$1200 but there are ongoing annual costs that make the model cost prohibitive.

NEW BUSINESS

Chief proposed a community celebration idea to commissioners that the District take Santa on an island tour via an engine, to pass out candy canes. The suggestion was well received.

PUBLIC INPUT

None.

BOARD MEETING SCHEDULE

Dec 15, 2020	3:00 PM
Jan 5, 2021	3:00 PM

December 1, 2020

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CA ____
DA ____
DP ____

Jan 19, 2021 3:00 PM
Feb 2, 2021 3:00 PM
Feb 16, 2021 3:00 PM
Mar 2, 2021 3:00 PM
Mar 16, 2021 3:00 PM
Apr 6, 2021 3:00 PM
Apr 20, 2021 3:00 PM
May 4, 2021 3:00 PM
May 18, 2021 3:00 PM

ADJOURN

There being no further business for discussion, the meeting adjourned at **3:45 p.m.**

APPROVED:

ATTEST:

Colleen Adler, Commissioner

David Albertson, Commissioner

Dale Porterfield, Commissioner

James R. Bixler, Secretary to the Board