

Chief
James R. Bixler

Assistant Chief
Jay Wiggins



Commissioners:
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**MINUTES OF JULY 21, 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. Also in attendance: Training Division Chief Ron Music and Capt. Jeff Hayes.

READING AND APPROVAL OF MINUTES

The minutes of July 7, 2020, Regular Board Meeting were presented. Commissioner Albertson made a motion to accept the minutes as written. Commissioner Adler seconded the motion. Motion passed.

REPORTS OF OFFICERS & BOARDS

SECRETARY’S REPORT

No correspondence.

REVIEW OF RESOLUTIONS

Resolution #2020-31 Payroll & Expense vouchers #27200337 – #27200357 in the amount of \$26,743.46 was available for review and discussion. After review and discussion, Commissioner Albertson made a motion to approve. Commissioner Adler seconded. Motion passed.

Resolution #2020-32 Capital Building Project voucher #27200358 in the amount of \$450.00 was available for review and discussion. After review and discussion, Commissioner Adler made a motion to approve. Commissioner Albertson seconded. Motion passed.

Resolution #2020-33 Transfer for Capital Expenditure Purchase from Reserve Fund in the amount of \$4,692.29 was available for review and discussion. After review and discussion, Commissioner Albertson made a motion to approve. Commissioner Adler seconded. Motion passed.

FINANCIAL REPORT

The year-to-date 2020 financials for all funds through the month of June 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	\$ 32,885.99	\$ 95,284.95	\$ 128,170.94
Reserve Fund	\$ 1,456.53	\$ 348,778.87	\$ 350,235.40
G.O. Fund	\$ 12,835.57	\$ 64,395.09	\$ 77,230.66
Capital Project Fund	\$ 2,336.94	\$ 774,678.59	\$ 777,015.53

CHIEF'S REPORT

COVID-29 Testing: Chief Bixler recapped the COVID-19 testing conducted over the weekend at the fire station, by Pierce-Tacoma Department of Health. During the island event, a total of 181 tests were administered; results will take approximately 5-7 days.

Ongoing Projects: Chief provided an update on current projects and reported on minor work on fire apparatus. Capt. Reynolds has completed repairs to the section of marina dock adjacent to the fireboat, which is now more easily accessible for our boat crew and patients. We are in the process of making preparations to the station painting project.

TRAINING OFFICER REPORT

A/C Wiggins commented that our volunteer team is working through the practical application portion of the training schedule. We successfully completed a hands-on motor vehicle extrication scenario this past week and will run through a couple of variations in upcoming drills. In addition, we are still working on the recruitment class and hope to finalize training for our current contingent of rookie volunteers.

UNFINISHED BUSINESS

Capital Building Project: A/C Wiggins reported on his meeting with architect Dan Kinkella to finalize details for the construction project rebid. Pierce County previously indicated they will red-line project items to remove them from approved plans rather than requiring resubmission; Mr. Kinkella will reconfirm. The engineering firm Larson & Associates met with the District and is currently working with Pierce County on the swale design that will replace the catch-basin requirement.

Future Boat Moorage: No new information to report on possible land acquisition. Commissioner Adler facilitated distribution of the recommendations received from the grant writer whom the District has engaged for the upcoming Port Security Grant.

Website Redesign: No new progress to report.

NEW BUSINESS

None.

PUBLIC INPUT

None.

2020 BOARD MEETING SCHEDULE

Aug 4, 2020	3:00 PM
Aug 18, 2020	3:00 PM
Sep 1, 2020	3:00 PM
Sep 15, 2020	3:00 PM
Oct 6, 2020	3:00 PM
Oct 20, 2020	3:00 PM
Nov 3, 2020	3:00 PM
Nov 17, 2020	3:00 PM
Dec 1, 2020	3:00 PM
Dec 15, 2020	3:00 PM

ADJOURN

There being no further business for discussion, the meeting adjourned at 3:50 p.m.

APPROVED:

ATTEST:

Colleen Adler, Commissioner

David Albertson, Commissioner

Dale Porterfield, Commissioner

James R. Bixler, Secretary to the Board