



Pierce County  
FIRE PROTECTION DISTRICT No.17  
Headquarters – Station 170  
5403 – 340<sup>th</sup> Street East  
Eatonville, WA  
Phone: (253) 847-4333



**A REGULAR MEETING OF THE BOARD OF FIRE COMMISSIONERS  
FOR PIERCE COUNTY FIRE PROTECTION DISTRICT NO. 17**

**October 19, 2015**

The regular meeting of the Board of Fire Commissioners for South Pierce Fire and Rescue 17 held at 302 McNaught Street South, Roy WA 98580, was called to order at 7:00 p.m. Vice Chairman Christian led the Pledge of Allegiance.

**ROLL CALL**

**Present:** Commissioner John Christian, Chairman Mark Guenthner, Commissioner Dan Morris, Commissioner John Sebastian and Commissioner Olivia Werner (excused absence).

DC Grant, DS Brenda Murphy, as well as a several firefighters.

**CONSENT AGENDA**

- **Minutes** –Regular Meeting Minutes from September 21, 2015 and Special Meeting Minutes from October 12, 2015.
- **Accounts Payable Vouchers** – Numbered 1178 – 1243 for the amount of **\$66,693.75**
- **Payroll Vouchers** – Numbered 1252 – 1306 for the amount of **\$277,094.12**
- **Total Amount for Payroll and Vouchers - \$343,787.87**

*On a motion made by Commissioner Morris and seconded by Commissioner Sebastian, “the Consent Agenda” for the October 19, 2015 Regular Fire Commissioners Meeting was unanimously approved.*

**LOCAL 726** – None

**Cadets:** None

**PUBLIC COMMENT** – None

**SECRETARY CORRESPONDENCE** – *Enclosed*

**CHIEFS' REPORT – DC Grant presented in FC Vellias' absence.**

Monthly Call Report -----	<u>2015</u>	<u>2014</u>
Total Calls This Month:	237	227
Year-To-Date Calls:	1872	1811

- **Paramedic Testing:**  
Just completed a paramedic testing process. Due to the low number of applicants the District is going to evaluate qualifications and conduct another testing process. The District has extended one (1) conditional offer to with three (3) remaining.
- **New Mattress Donation:**  
Graham received a generous corporate donation to replace all mattresses throughout their department. In addition, the offer extended to SPFR, Orting Valley Fire, and Ashford/Elbe. On October 13<sup>th</sup> our district received 15 Tempur-Pedic mattresses to replace all our existing beds.
- **Fire Prevention Week:**  
DC Grant extended THANKS to all the crews for a successful Fire Prevention Week.
- **PILT Money:**  
PILT Money for SPFR and Eatonville has been included in the Pierce County 2016 Budget. As long as it remains in their budget process, SPFR will receive \$23,500 for service to Mount Rainier National Park.
- **Town of Eatonville – Merge:**  
Both entities will be preparing resolutions for a merge vote set for February 9, 2016. Deadline for submitting resolutions for the February primary is December 10, 2015.
- **DC/AC Reports.**  
**DC Grant – See attached**  
M09 has been evaluated and the valve guides are coked all the way through. There is 170,000 miles on this medic unit. The recommendation is to replace the motor. The cost for that is \$22,000. It will come with a three (3) year warranty.  
U98-1 (Eatonville staff vehicle is now road operational).  
**AC Yount – See attached**  
Working with other departments on a new RFP process for medical supplies.
- **BVFF Recap:**  
The local Board for Volunteer Firefighters reviewed and approved the minutes from the August 17, 2015 BVFF meeting, a Remittance Form adding the volunteer firefighters from Eatonville Fire to SPFR, and a Retirement application from Jerry Rotondo.
- **Community Events**
  - ✓ September 19<sup>th</sup> – Nisqually River Forest Reserve Association Annual BBQ
  - ✓ September 26 – First Responder Appreciation Dinner
  - ✓ October 3<sup>rd</sup> – Eatonville Harvest Festival
  - ✓ December 12<sup>th</sup> District Annual Appreciation Dinner at Camp Arnold

## UNFINISHED BUSINESS

- **Correction to DC Contract:**

DS Murphy stated that the contract for 2016 had been approved at the August meeting, but there had been an error with the date and a couple of typographical errors that needed to be corrected. This contract reflects those correction requested.

- **Draft 2016 Budget**

DS Murphy reported that this budget reflects the changes discussed at the Budget Workshop held on October 12. She asked if there were any changes to contact FC Vellias so we could have them made for the Budget Hearing that will be held in November.

The Board unanimously agreed to hold the 2016 Budget Hearing on November 16, 2015 at 6:30 p.m. prior to the Regular November meeting. This will only change if necessary to meet Pierce County timelines.

## NEW BUSINESS

- **Thank You Letter** – to Michelle Clayton for organizing/coordinating and the Appreciation Dinner for First Responders.

On a motion made by Commissioner Morris and seconded by Commissioner Christian it was unanimously approved to send a thank you letter to Ms. Clayton. (This letter will be signed at the next meeting to make a correction).

- **Resolution #15-014 – Void unused Warrant #1234180.**

*On a motion made by Commissioner Christian and seconded by Commissioner Morris the Board approved Resolution 15-014 to void unused warrant #1234180 to NW Cascade in the amount of 396.50.*

- **Resolution #15-015 – Donation of Mattresses**

*On a motion made by Commissioner Morris and seconded by Commissioner Sebastian the Board approved Resolution 15-015 to accept the donation of 15 twin sized Tempur-Pedic mattresses donated from Graham Fire and the Tempur-Pedic Corporation. DS Murphy was asked to prepare a thank you letter for this donation.*

- **Resolution #15-016 – Surplus Mattresses**

*On a motion made by Commissioner Morris and seconded by Commissioner Christian the Board approved Resolution 15-016 to surplus 15 twin sized mattresses that are no longer needed by the District. DC Grant reported that he has made contact with one family through our District Chaplain that is in true need of two (2) of the mattresses. He has also been in contact with the Tacoma Rescue Mission who has a need for mattresses.*

- **District Secretary Job Description**

DS Murphy stated that the Board had received this Job Description at the September 21, 2015 meeting and that she had not received any comment back from the Board. She asked if they would like to make any changes/corrections. DS Murphy also stated that to allow time to advertise and interview for this position and to have a person on by January 1, 2016, time is of the essence.

*Commissioner Morris made a motion seconded by Commissioner Christian to approve the job description of the Administrative/District Secretary as presented.*

- **Administrative/District Secretary Job Announcement**

DS Murphy asked if the Board had any changes to the job announcement for this position prior to a vote. No changes were made.

*Commissioner Christian made a motion seconded by Commissioner Morris to approve the job announcement and move forward with the process of filling the Administrative/District Secretary position as presented.*

DC Grant advised the Board that FC Vellias would like each member of the Board to provide one question to be used in the panel interview by the next meeting.

**Good of the Order:**

Commissioner Sebastian – No Comment

Commissioner Christian – Good Job


Commissioner Morris - Keep on keeping on

Commissioner Guenther – Thanks for all you do

**ADJOURNMENT**

*On a motion made by Commissioner Morris and seconded by Commissioner Christian, the regular meeting for the Board of Fire Commissioners for South Pierce Fire and Rescue District 17 adjourned at 19:37 p.m.*

  
\_\_\_\_\_  
Chairman Mark Guenther                      11/16/15  
Date

  
\_\_\_\_\_  
ATTEST: Brenda Murphy                      11/16/15  
District Secretary                              Date