



THURSTON COUNTY FIRE PROTECTION DISTRICTS 1 & 11
**WEST THURSTON REGIONAL FIRE
AUTHORITY**



10828 Littlerock Rd SW
Olympia WA 98512
360.352.1614

February 8, 2021 – Governing Board Business Meeting at Littlerock Rd station and via Zoom virtual meeting.

Call to Order/Attendance: Commissioner Dahl called the meeting to order at 18:00 hours. Commissioners Culleton, Elkins, Jernigan, Pethia and Ricks, Chiefs Kaleiwahea, Scott, R. Stone, and R. Smith, Captain Dyer, Union Representative Lt. Garza, Firefighter J. Spiegelberg, Rehab Coordinator S. Giordano, guests Keith Flewelling and Wendy Hill (TCOMM) and Adam Cummings (City of Olympia maintenance), Admin Assistant Linda Patraca and Secretary Linda Shea were present.

Additions/Deletions to the Agenda: None.

Public Comments/Presentations: Keith Flewelling presented the updated intergovernmental agreement with TCOMM, highlighting the changes. Commissioner Pethia moved to approve the updated agreement. Commissioner Jernigan seconded the motion. Motion carried 6-0.

Labor Management Team Report: Lt. Garza noted that the revised Internet policy recently sent to him for review is satisfactory.

New Business:

1. Expenditure Approval. Commissioner Pethia moved to approve the expenditures of \$453,707.79. Commissioner Elkins seconded the motion. Motion carried 6-0.
2. Meeting Minutes. Commissioner Jernigan moved to approve the general board meeting minutes of 1/11/2021. Commissioner Pethia seconded the motion. Motion carried 6-0.
3. TCOMM IGA. Agreement was approved under **Public Comments/Presentations.**
4. Policy 1.1015 Budget and Planning Updates. Linda S. presented changes to Policy 1.1015 based on board direction at the January meeting to increase the Emergency Reserve fund to \$750,000. Commissioner Pethia moved to approve the updated policy. Commissioner Jernigan seconded the motion. Motion carried 6-0.
5. Resolution #2021-003, Surplus of Beaver Creek parcel / Appraisal Agreement. Linda S. presented Resolution #2021-003 to surplus the Beaver Creek parcel now that it has finally received county approval for the septic plan, after two years. She also presented an agreement for Appraisal Solutions Northwest to perform an appraisal of the property so it could be listed for sale. Commissioner Pethia moved to approve Resolution #2021-003 and the appraisal agreement. Commissioner Jernigan seconded the motion. Motion carried 6-0.
6. Resolution #2021-004, Surplus Property. Linda S. presented Resolution #2021-004 to surplus miscellaneous tools and equipment that are outdated. Commissioner Elkins moved to approve Resolution #2021-004. Commissioner Jernigan seconded the motion. Motion carried 6-0.
7. Purchase Request, towable boom lift. Chief Scott presented a request to purchase a towable boom lift, advising that the vendor noted in the request had subsequently removed the boom lift from the market. Discussion was held on the benefits of having a boom lift vs. renting as needed, and safety concerns. Chief

Scott asked for board approval to purchase a boom up to the budgeted \$30,000. Commissioner Elkins moved to approve the request. Commissioner Pethia seconded the motion. Motion carried 6-0.

8. Tender 1-1 replacement. Chief Scott presented a request to purchase a new tender to replace the aging Tender 1-1. Discussion was held on the most appropriate size engine for the department's needs. The board asked Chief Scott to bring back additional options to the next board meeting.
9. West Thurston Fire and Life Safety IGA. Chief Kaleiwahea presented an updated intergovernmental agreement for the West Thurston Fire and Life Safety group. Commissioner Ricks recommended a continuance of this consortium. Commissioner Pethia moved to approve the WTFLS IGA. Commissioner Culleton seconded the motion. Motion carried 6-0.

Unfinished Business (action items):

1. Policy 1.2017, Computer/Internet Usage. Linda S. asked for board approval of Policy 1.2017 (pended from January meeting) following Lt. Garza's approval of the changes. Commissioner Elkins moved to approve the policy. Commissioner Ricks seconded the motion. Motion carried 6-0.
2. Grand Mound solar panels. This item was added as an agenda item at the request of the board in January but is still pended as the department waits for a potential grant opportunity for funding the project. Board asked the item to be removed from future agendas until the grant status has been established.
3. Use of remaining District #1 bond funds. Chief Kaleiwahea reported the plan is to use the excess bond funds under District #1 for the purchase of the tender, with the surplus and proceeds from the sale of Tender 1-1 to be used for other equipment/facility purchases specifically for the Grand Mound station, in keeping with the original intent of the bond funds. The item was pended until next month when more specs are provided on the new tender purchase.
4. Chief Officer contract(s) comp time addendum. Chief Kaleiwahea presented addendums for the chief officer's contracts, to reflect the changes approved by the board in January to Policy #1.2021. Commissioner Elkins approved the contract addendum. Commissioner Jernigan seconded the motion. Motion carried 6-0.

Unfinished Business (nonaction items):

1. Chehalis Tribe negotiations. Chief Kaleiwahea reported the tribe states they did not receive the letter sent to them on December 14, which he has re-sent. A virtual meeting is scheduled with the tribe for Wednesday, February 17.
2. Weyerhaeuser agreement. Chief Kaleiwahea reported that Weyerhaeuser is still working on a final contract.
3. Maytown well. Chief Kaleiwahea reported he has reviewed the situation with the appropriate representative and hopes to have authorization to begin exploratory drilling soon.
4. Timberland Library Use request. Chief Kaleiwahea presented a request received from Timberland Library to use the Old 99 station's parking lot for placement of a mobile library. He will provide more information as it is received from the library.
5. Grant Writers. This item was removed from the agenda.

Communications:

1. Thurston County Treasurer January 2021 reports were presented as per RCW 52.16.050(4).
2. February 2021 budget reports. Linda S. noted the reports were delayed and sent separate from the board packets.
3. 2021 Open BOFC positions. Linda S. reminded the board that two positions (Dahl #1 and Ricks #11) are up for re-election this year. Commissioner Elkins also reminded the board to file their annual reports.
4. Operations Committee update. Chief Scott reported on two projects:
 - a. The SCBA air fill station has been installed at the Rochester 1-3 station.

- b. The old water tank from the brush truck has been fitted for use in the utility pick-up as an alternate water source.

Chief/Training/EMS Reports: Refer to printed reports.

1. Chief Kaleiwahea noted the ham radio is functional at station 1-2.
2. Chief Smith noted the new format of his training report, and highlighted the recent High Incident Response Load (HIRL) event and the two new recruits.
3. Captain Dyer reported on the COVID vaccine roll-out.

Commissioner Reports:

1. Commissioner Ricks reported on the EMS levy restoration which will be on the primary ballot.
2. Commissioner Pethia reported on the presentation given by the county treasurer on how department funds are pooled for optimal money management, and also on the upcoming dental insurance premium “holiday” from which the department will benefit as a result of lower claims costs.

Good of the Order:

1. Commissioner Pethia noted that commissioners in other counties were included in the first responder vaccine roll-out but not Thurston County.

Adjournment: The board adjourned the meeting at 19:35 hours.

Submitted for Board approval by:

Linda Shea

Linda Shea, Secretary

Thomas Culleton

Tom Culleton, Board Member

David Pethia

Dave Pethia, Board Member

John Ricks

John Ricks, Board Member

Calvin dahl

Calvin Dahl, Board Member

Ben M. Elkins

Ben Elkins, Board Member

Jeff Jernigan

Jeff Jernigan, Board Member

Signature: 
John Ricks (Mar 9, 2021 10:16 PST)

Email: john.ricks@westthurstonfire.org

Signature: 
Thomas Culleton (Mar 11, 2021 18:30 PST)

Email: tom.culleton@westthurstonfire.org

Signature: 
Jeff Jernigan (Mar 12, 2021 07:44 PST)

Email: jeff.jernigan@westthurstonfire.org

Signature: 
LINDA SHEA (Mar 15, 2021 06:52 PDT)

Email: linda.shea@westthurstonfire.org

Signature: 

Email: dave.pethia@westthurstonfire.org

Signature: 
Calvin dahl (Mar 11, 2021 18:50 PST)

Email: calvin.dahl@westthurstonfire.org

Signature: 
Ben M. Elkins (Mar 13, 2021 23:06 PST)

Email: ben.elkins@westthurstonfire.org












MINUTES 020821


Final Audit Report

2021-03-15

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 Agreement completed.

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