



BOARD OF FIRE COMMISSIONERS

Regular Meeting Minutes

December 9th, 2021
12:00 p.m.

MEETING CALL TO ORDER

Commissioner Hutchins called the meeting to order at 12:05 p.m.

FLAG SALUTE

Commissioner Hutchins led the group in the Flag Salute.

ROLL CALL

Commissioners Hutchins and Pearsall; Chief Rux, Assistant Chief Rudolph

OTHERS PRESENT

None

AGENDA ADDITIONS OR DELETIONS

- Commissioners agreed to delete the Commissioner Position Oath since Commissioner Black was unable to get good cell reception in order to join the meeting. Commissioner Pearsall made a motion to approve deleting the section regarding Commissioner Position Oath. Commissioner Hutchins seconded the motion and the motion passed by unanimous vote.

APPROVAL/CORRECTION OF MINUTES

- Approve minutes from November 15th, 2021 Regular Meeting
Commissioner Pearsall made a motion to approve the minutes from the November 15th, 2021, Regular Meeting. Commissioner Hutchins seconded the motion and the motion passed by unanimous vote.

PUBLIC COMMENTS – *None*

FINANCIAL REPORT by Chief Rux

Finance Officer's Report:

- Revenue and Fund Balances

TREASURERS REPORT

Fund Totals

Thurston County Fire Protection District 13

11/01/2021 To: 11/30/2021

Time: 08:25:30 Date: 12/07/2021

Page: 1

Fund	Previous Balance	Revenue	Expenditures	Ending Balance	Claims Clearing	Payroll Clearing	Outstanding Deposits	Adjusted Ending Balance
001 General Fund	772,069.53	107,692.89	129,738.59	750,023.83	0.00	0.00	0.00	750,023.83
002 Reserve Fund	479,830.27	266.67		480,096.94	0.00	0.00	0.00	480,096.94
003 Apparatus Fund	135,824.01	74.41		135,898.42	0.00	0.00	0.00	135,898.42
301 Capital Projects Fund	190,739.60	104.50		190,844.10	0.00	0.00	0.00	190,844.10
	1,578,463.41	108,138.47	129,738.59	1,556,863.29	0.00	0.00	0.00	1,556,863.29

Board Of Fire Commissioners – Regular Meeting Minutes
December 9th, 2021

2. Voucher Approvals

- a. Chief Rux summarized the expenditures for the month. Commissioner Pearsall made a motion to approve the payments below for November 2021 totaling \$126,725.44.
Commissioner Hutchins seconded the motion and the motion passed by unanimous vote.

Batch	Numbers (Transactions/Vouchers)	Amount	Type	Description
2021.11.03	211103001-211103016 Transaction #s 875-890	\$11,243.86	Warrants	General Expenditures
N/A	Transaction #s 891-921	\$58,947.38	EFT	November Career Payroll/Vol& Comm Stipends
2021.12.01	Transaction #s 922-924	\$24,366.55	EFT	November - EFTPS, DRS, & DSHS
2021.12.02	211102001-211102020 Transaction #s 934-961	\$32,167.65	Warrants	General Expenditures, Quarterlies (L&I and ESD), and Payroll Benefits- Griffin Firefighter Assoc, Union dues, Trusteed Plans, MERP
Total		\$126,725.44		

CHIEF'S REPORT by Chief Rudolph (Operations/Training)

Monthly Alarm Activity – November 2021

Total Number of Alarms: 41

EMS 24

Fire 17

Mutual Aid Given: 3

Overlapping calls: 0

Mutual Aid Received: 2

1. Training

- EMT: 3 members in Thurston County Medic One EMT class
- Fire: 4 members in Thurston County Fire Academy
- Training Hours: 67 trainings for 80 hours (not including academy or EMT)
- There were 2 cooking fires and 1 out building fire
- Thurston County fire Academy Graduation will be December 19th
- Thurston County Medic One Graduation TBD
- Gutters on Station 2 Maze and Station 3

CHIEF'S REPORT by Chief Rux (Administration)

2. Report

- Community Outreach – Tree lighting and Santa Sleigh
- Insurance claim for stolen items out of station 4
- Testing Process update – closing date January 14th, 2022
- 2022 Fire Academy
- 2022 Spring EMT Class
- WSRB
- December 23rd Christmas Party

COMMISSIONERS/SECRETARY REPORT

None

OLD BUSINESS

None

NEW BUSINESS

1. Commissioner Position Oath – *This section was deleted due to Commissioner Black being excused from the meeting.*
2. Bunker Gear Purchase
 - Chief Rux presented the procurement procedure and cost, recommended 40 sets of bunker gear for approximately \$116,000, which is based off of a group purchasing on a piggy back contract. Commissioner Pearsall made a motion to approve to purchase the 40 sets of bunker gear for approximately \$116,000. Commissioner Hutchins seconded the motion and the motion passed by unanimous vote.
3. Resolution 21-006 Voucher Processing

Chief Rux explained to the Commissioners the importance of having a designee available in the situation where the Office Manager is not able to be present to sign the voucher warrants. Therefore, the resolution was edited to include a designee for the Office Manager, mirroring the same as the Fire Chief.

 - Commissioner Pearsall made a motion to approve the Resolution 21-006 for Voucher Processing as edited. Commissioner Hutchins seconded the motion and the motion passed by unanimous vote.

COMMENTS FOR THE GOOD OF THE ORDER

Commissioner Hutchins asked about Rosemary and how she and her family were doing; Chief Rux updated the Commissioners on current status.

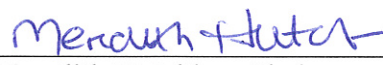
MEETING ADJOURNED


There being no further business, the meeting was adjourned at 12:55 p.m.

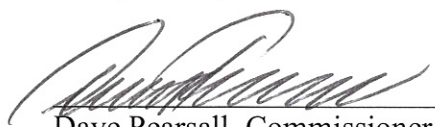
- Commissioner Pearsall made a motion to adjourn the meeting at 12:55pm. Commissioner Hutchins seconded the motion and the motion passed by unanimous vote.



Corey A. Rux, Fire Chief

Gregory Rudolph, Assistant Chief
Recorder of Board Minutes

Meredith Hutchins, Chair

Casey Black, Commissioner

Dave Pearsall, Commissioner

