



# BOARD OF FIRE COMMISSIONERS

## Regular Meeting Minutes

April 14<sup>th</sup>, 2022  
12:00 p.m.

### MEETING CALL TO ORDER

Commissioner Hutchins called the meeting to order at 12:00 p.m.

### FLAG SALUTE

Commissioner Hutchins led the group in the Flag Salute.

### ROLL CALL

Commissioners Hutchins, Pearsall and Black; Chief Rux, Assistant Chief Rudolph, and Rosemary Mesa-Walton

### OTHERS PRESENT

Nathan Bowman, Gabriel Dorrough, Cameron Means, Cooper Johansson, Keith Clark, Mike Peoples, Tery Kissick

### AGENDA ADDITIONS OR DELETIONS

None

### APPROVAL/CORRECTION OF MINUTES

1. Approve minutes from February 10<sup>th</sup>, 2022 Regular Meeting and March 1<sup>st</sup>, 2022 Special Meeting.
  - Commissioner Pearsall made a motion to approve the minutes from the February 10<sup>th</sup>, 2022 Regular Meeting, and March 1<sup>st</sup>, 2022 Special Meeting. Commissioner Black seconded the motion and the motion passed by unanimous vote.

### PUBLIC COMMENTS –

- Keith Clark (on behalf of the Steamboat Lions Club): Mr. Clark presented the Griffin Fire Department and Chief Rux with a letter of appreciation for the support they have received regarding the collection of paper and plastic bags.
- Tery Kissick: Mr. Kissick asked about Aid Unit 13-2, and about the discussions surrounding the Griffin Fire Department working with Mason County Fire District 4. Chief Rux explained to Mr. Kissick that the department had loaned our Aid Unit 13-2 to Mason County Fire District 4, and that the discussions surrounding working closer with Mason County Fire District 4 were to be discussed in today's meeting and that it was notated on the agenda.

### FINANCIAL REPORT

*Finance Officer's Report:*

#### 1. Revenue and Fund Balances

Thurston County Fire Protection District 13

#### TREASURER'S REPORT

Account Totals

02/01/2022 To: 02/28/2022

Time: 20:23:31 Date: 04/12/2022

Page: 2

Cash Accounts	Beg Balance	Deposits	Withdrawals	Ending	Outstanding Rec	Outstanding Exp	Adj Balance
2 Petty Cash	500.00	0.00	0.00	500.00	0.00	0.00	500.00
6730 County Checking	529,928.22	78,170.94	159,822.85	448,276.31	0.00	0.00	448,276.31
6731 Capital Projects	191,084.96	65.32	0.00	191,150.28	0.00	0.00	191,150.28
6734 Reserve Account	480,708.35	165.17	0.00	480,873.52	0.00	0.00	480,873.52
6736 Apparatus Account	136,069.94	46.52	0.00	136,116.46	0.00	0.00	136,116.46
Total Cash	1,338,291.47	78,447.95	159,822.85	1,256,916.57	0.00	0.00	1,256,916.57
	1,338,291.47	78,447.95	159,822.85	1,256,916.57	0.00	0.00	1,256,916.57

Board Of Fire Commissioners – Regular Meeting Minutes  
April 14<sup>th</sup>, 2022

**TREASURER'S REPORT**

**Account Totals**

Thurston County Fire Protection District 13

03/01/2022 To: 03/31/2022

Time: 20:21:33 Date: 04/12/2022

Page: 2

Cash Accounts	Beg Balance	Deposits	Withdrawals	Ending	Outstanding Rec	Outstanding Exp	Adj Balance
2 Petty Cash	500.00	0.00	0.00	500.00	0.00	0.00	500.00
6730 County Checking	448,276.31	107,282.02	191,174.94	364,383.39	0.00	0.00	364,383.39
6731 Capital Projects	191,150.28	50.44	0.00	191,200.72	0.00	0.00	191,200.72
6734 Reserve Account	480,873.52	127.34	0.00	481,000.86	0.00	0.00	481,000.86
6736 Apparatus Account	136,116.46	35.92	0.00	136,152.38	0.00	0.00	136,152.38
<b>Total Cash:</b>	<b>1,256,916.57</b>	<b>107,495.72</b>	<b>191,174.94</b>	<b>1,173,237.35</b>	<b>0.00</b>	<b>0.00</b>	<b>1,173,237.35</b>
	1,256,916.57	107,495.72	191,174.94	1,173,237.35	0.00	0.00	1,173,237.35

2. Voucher Approvals

- a. Office Manager, Rosemary Mesa-Walton summarized the expenditures for the month. Commissioner Pearsall made a motion to approve the payments below for February & March 2022 totaling \$361,847.30. Commissioner Black seconded the motion and the motion passed by unanimous vote.

Batch	Numbers (Transactions/Vouchers)	Amount	Type	Description
2022.02.03	220203001-220203018 Transaction #s 120-137	\$17,537.45	Warrants	General Expenditures
2022.02.04	220204001-220204014 Transaction #s 138-151	\$13,881.46	Warrants	General Expenditures
N/A	Transaction #s 152-180	\$60,853.95	EFT	February Career Payroll/Vol& Comm Stipends
2022.03.01	Transaction #s 181-183	\$25,382.05	EFT	February - EFTPS, DRS, & DSHS
2022.03.02	Transaction #s 196	\$11.77	EFT	DRS 2020 past due interest payment
2022.03.03	220303001-220303033 Transaction #s 197-229	\$47,087.38	Warrants	General Expenditures: Quarterlies (ESD, L&I) and Payroll Benefits- Griffin Firefighter Assoc, Union dues, Trusteed Plans, MERP
2022.03.04	220304001-220304016 Transaction #s 230-245	\$60,856.27	Warrants	General Expenditures
N/A	Transaction #s 246-276	\$62,376.27	EFT	March Career Payroll/Vol& Comm Stipends
2022.04.01	Transaction #s 277-279	\$25,756.42	EFT	March - EFTPS, DRS, & DSHS
2022.04.02	220402001-220402032 Transaction #s 287-318	\$48,104.28	Warrants	General Expenditures and Payroll Benefits- Griffin Firefighter Assoc, Union dues, Trusteed Plans, MERP
<b>Total</b>		<b>\$361,847.30</b>		

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

**Monthly Alarm Activity – February 2022**

**Total Number of Alarms: 43**

EMS 25

Fire 18

**Mutual Aid Given: 7**

**Overlapping calls: 13.95%**

**Mutual Aid Received: 3**

**Monthly Alarm Activity – March 2022**

**Total Number of Alarms:** 42

EMS 28

Fire 14

**Mutual Aid Given:** 8

**Overlapping calls:** 4.76%

**Mutual Aid Received:** 1

1. Training
  - ERS for tracking training
  - ERS for commercial occupancies and pre-fire plans
  - Updated maps
  - Prep for WSRB

**CHIEF'S REPORT by Chief Rux (Administration)**

2. Report
  - Jordan Pepe began in March and is exceeding expectations
  - Community Newsletter – later this month
  - Repairs and Maintenance (warranty & T13-1 next week)
  - Station 2 updates – Flooring quotes
  - Volunteer Recruitment
  - Structure Fire Response

**COMMISSIONERS/SECRETARY REPORT**

*None*

**OLD BUSINESS**

*None*

**NEW BUSINESS**

1. Executive Session: RCW 42.30.110(1)(g) To review the performance of a public employee
  - The Commissioners met for an executive session at 12:34pm for approximately 20minutes. The meeting resumed at 12:54pm and no action was taken during the executive session.
2. ILA with Mason County Fire District 4
  - Chief Rux updated the Commissioners on the status of the ILA with Mason County Fire District 4, and would bring back more information to them the following week.
3. MOU: Officer acting pay for Career
  - Chief Rux explained the MOU regarding the Lieutenant Kelly Days on Fridays, and asked them to approve an Officer acting pay for the Career FF/EMTs scheduled for Fridays. Commissioner Pearsall made a motion to the MOU regarding Officer acting pay for Career FF/EMTs. Commissioner Black seconded the motion and the motion passed by unanimous vote.
4. Transport DOH Application
  - Chief Rux informed the Commissioners that the Transport DOH application is ready to be submitted and asked for approval to move forward in submitting the application to the state. Commissioner Black made a motion to approve the submittal of the Transport DOH application to the state. Commissioner Pearsall seconded the motion and the motion passed by unanimous vote.
5. Fire Chief Contract
  - Chief Rux discussed his Fire Chief Contract renewal coming up July 2022.
6. Flooring for STA 13-2

Board Of Fire Commissioners – Regular Meeting Minutes  
April 14<sup>th</sup>, 2022

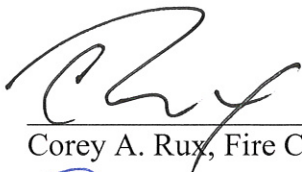
- Chief Rux discussed the four flooring quotes that were received for work being done at station 13-2, and recommended that the Commissioners approve the vendor Rubbenstein. Commissioner Pearsall made a motion to approve using the vendor Rubbenstein for the flooring replacement for station 13-2. Commissioner Black seconded the motion and the motion passed by unanimous vote.

**COMMENTS FOR THE GOOD OF THE ORDER**

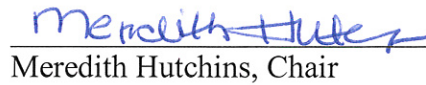
*None*

**MEETING ADJOURNED**

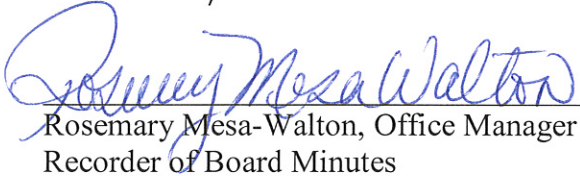
There being no further business, the meeting was adjourned at 1:16 p.m.



Corey A. Rux, Fire Chief



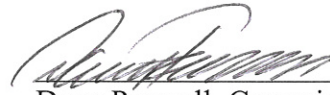
Meredith Hutchins, Chair



Rosemary Mesa-Walton, Office Manager  
Recorder of Board Minutes



Casey Black, Commissioner



Dave Pearsall, Commissioner