



## BOARD OF FIRE COMMISSIONERS Regular Meeting Minutes

November 18<sup>th</sup>, 2024  
12:00 p.m.

### MEETING CALL TO ORDER

Commissioner Dalessandro called the meeting to order at 12:10 p.m.

### FLAG SALUTE

Commissioner Dalessandro led the group in the Flag Salute.

### ROLL CALL

Commissioners Dalessandro, Hutchins, and Pearsall; Chief Rux and Rosemary Mesa-Walton

### OTHERS PRESENT

Jim Hutchins, Kelly Carda, Grant Walker, Sean Larson

### AGENDA ADDITIONS OR DELETIONS

None

### APPROVAL/CORRECTION OF MINUTES

1. Approve minutes from October 10<sup>th</sup>, 2024 – Regular Meeting
  - Commissioner Hutchins made a motion to approve the minutes from the October 10<sup>th</sup>, 2024 Regular Meeting. Commissioner Pearsall seconded the motion and the motion passed by unanimous vote.
2. Approve minutes from November 5<sup>th</sup>, 2024 – Special Meeting
  - Commissioner Pearsall made a motion to approve the minutes from the November 5<sup>th</sup>, 2024 Special Meeting. Commissioner Hutchins seconded the motion and the motion passed by unanimous vote.

### PUBLIC COMMENTS

None

### FINANCIAL REPORT

*Finance Officer's Report:*

#### 1. Revenue and Fund Balances (September & October)

##### TREASURER'S REPORT

##### Fund Totals

Thurston County Fire Protection District 13

09/01/2024 To: 09/30/2024

Time: 14:05:35 Date: 11/12/2024

Page: 1

Fund	Previous Balance	Revenue	Expenditures	Ending Balance	Claims Clearing	Payroll Clearing	Outstanding Deposits	Adjusted Ending Balance
001 General Fund	510,716.64	95,781.08	196,410.33	410,087.39	0.00	0.00	0.00	410,087.39
002 Reserve Fund	502,692.93	1,204.50		503,897.43	0.00	0.00	0.00	503,897.43
003 Apparatus Fund	246,016.44	548.33	60,000.00	186,564.77	0.00	0.00	0.00	186,564.77
004 Transporting Fund	60,745.74	2,975.98	3.34	63,718.38	0.00	0.00	0.00	63,718.38
301 Capital Projects Fund	149,454.62	365.64		149,820.26	0.00	0.00	0.00	149,820.26
	1,469,626.37	100,875.53	256,413.67	1,314,088.23	0.00	0.00	0.00	1,314,088.23

Board Of Fire Commissioners – Regular Meeting Minutes  
November 18<sup>th</sup>, 2024

**TREASURER'S REPORT**

**Fund Totals**

Thurston County Fire Protection District 13

10/01/2024 To: 10/31/2024

Time: 14:24:00 Date: 11/12/2024

Page: 1

Fund	Previous Balance	Revenue	Expenditures	Ending Balance	Claims Clearing	Payroll Clearing	Outstanding Deposits	Adjusted Ending Balance
001 General Fund	410,087.39	899,810.60	220,555.99	1,089,342.00	0.00	0.00	0.00	1,089,342.00
002 Reserve Fund	503,897.43	1,129.50		505,026.93	0.00	0.00	0.00	505,026.93
003 Apparatus Fund	186,564.77	473.33		187,038.10	0.00	0.00	0.00	187,038.10
004 Transporting Fund	63,718.38	5,363.09	3.22	69,078.25	0.00	0.00	0.00	69,078.25
301 Capital Projects Fund	149,820.26	339.87		150,160.13	0.00	0.00	0.00	150,160.13
	<b>1,314,088.23</b>	<b>907,116.39</b>	<b>220,559.21</b>	<b>2,000,645.41</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>2,000,645.41</b>

**2. Voucher Approvals**

a. Office Manager, Rosemary Mesa-Walton summarized the expenditures for the month of October and November. Commissioner Hutchins made a motion to approve the payments below for October and November 2024 totaling \$308,243.54. Commissioner Pearsall seconded the motion and the motion passed by unanimous vote.

Batch	Numbers (Transactions/Vouchers)	Amount	Type	Description
2024.10.02	241002001-241002035 Transaction #s 929-963	\$54,603.84	Warrants	General and Payroll Benefit Expenditures - Griffin Firefighter Assoc, Union dues, Trusteed Plans, MERP
2024.10.03	Transaction #s 964-967	\$21,021.51	EFT	Quarterlies: L&I, Unemployment, PFML and LTC
2024.10.04	241004001-241004030 Transaction #s 968-997	\$33,349.05	Warrants	General Expenditures
N/A	Transaction #s 998-1029	\$94,165.17	EFT	October Career Payroll/Vol & Comm Stipends
2024.11.01	Transaction #s 1030-1032	\$41,521.96	EFT	October - EFTPS, DRS, and Legal Shield
2024.11.02	241102001-241102019 Transaction #s 1033-1051	\$63,582.01	Warrants	General and Payroll Benefit Expenditures - Griffin Firefighter Assoc, Union dues, Trusteed Plans, MERP
<b>Total</b>		<b>\$308,243.54</b>		

**CHIEF'S REPORT by Chief Rux & Assistant Chief Smith**

**Month(s): October 2024**

<b>Incident Statistics</b>		
Total Incidents: 49	EMS: 36	Fire: 13
Aid Given: 0	Aid Received: 1	Overlapping: % 30.61
<b>Year to Date (through 11/7/24)</b>		
Total Incidents: 527	EMS: 328	Fire: 199
Aid Given: 59	Aid Received: 22	Overlapping: % 18.79
<b>Transport Statistics</b>		
Total Patient Contacts: 31	Non-Transport: 6	Transportable Pts: 20
GFD Transports: 6	Transport by another agency: 13	Capture Rate: 30%
YTD Transports Billed:	Resident: -	Non-Resident: -



<b>Monthly Training Activity</b>
EMT: 5 currently in TCMO class (1 unable to continue due to missing required class)
Fire 1: 8 currently in TCVFTA
Training Hours: 414 Agency Personnel Hours for October 2024
<b>Fire Chiefs Report</b>
<b>Misc:</b> <ul style="list-style-type: none"> <li>FTE Personnel – Timeline for return to work</li> <li>3rd budget draft completed – budget ready for adoption</li> <li>Chief Smith and Chief Rux attended Blue Card Instructor Certification in PHX</li> </ul>
<b>Apparatus:</b> <ul style="list-style-type: none"> <li>New Brush 13-1 – Spec committee met October 21<sup>st</sup>; punch/wish list started</li> </ul>
<b>Facilities:</b> <ul style="list-style-type: none"> <li>Broken Irrigation line at Station 2 – fixed 10/4/24</li> <li>Tree Service to evaluate diseased and nuisance trees – Sean Kroll of Sound Tree and Landscape viewed 9/23/24; \$1,400 bid (received 10/23/24)</li> <li>Records Room and Library Updates in progress</li> </ul>
<b>Community Outreach:</b> <ul style="list-style-type: none"> <li>Griffin School Fire Prevention Week October 7<sup>th</sup>-11<sup>th</sup></li> <li>GNA Trunk or Treat @Steamboat Square October 27<sup>th</sup> 1600-1800</li> <li>Griffin School Fall Festival October 26<sup>th</sup> 17-2000</li> <li>GNA hosting Chili Feed for First Responders January 11, 2025</li> <li>Holiday Tree Lighting ceremony December TBD</li> <li>Griffin Fire Department Holiday Party will be December 6<sup>th</sup> from 1700-2000, catered by Occasions catering</li> <li>Safety Committee member with Griffin School District- We are working on updating the escape routes/staging areas and the reunification location</li> </ul>

## COMMISSIONERS/SECRETARY REPORT

*None*

## OLD BUSINESS

*None*

## NEW BUSINESS

1. Power Stair Chair Purchase
  - a. Chief Rux discussed the need to purchase of a power stair chair, and asked approval from the Board.
  - b. Commissioner Pearsall made a motion to approve the purchase of the power stair chair. Commissioner Hutchins seconded the motion and the motion passed by unanimous vote.
2. 2025 GFD13 Budget Workshop – Public Hearing
  - a. Chief Rux reviewed the final 2025 budget draft with everyone and discussed the areas of priority. Questions were answered and discussed.
3. 2025 GFD13 Budget
  - a. Resolution 24-009 2025 Budget

Board Of Fire Commissioners – Regular Meeting Minutes  
November 18<sup>th</sup>, 2024

- i. Commissioner Pearsall made a motion to pass the budget through Resolution 24-009 2025 budget. Commissioner Hutchins seconded the motion and the motion passed by unanimous vote.
- b. Resolution 24-010 Property Tax Levy for 2025
  - i. Commissioner Pearsall made a motion to pass the 2025 property tax levy through Resolution 24-010. Commissioner Hutchins seconded the motion and the motion passed by unanimous vote.

**COMMENTS FOR THE GOOD OF THE ORDER**

Chief Smith wanted to thank the Board for allowing the Arizona training.

**MEETING ADJOURNED**

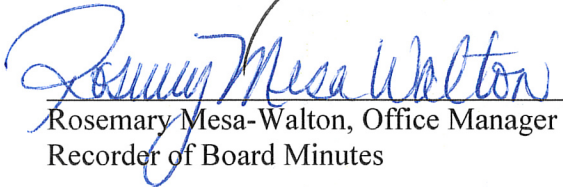
There being no further business, the meeting was adjourned at 12:55 p.m.



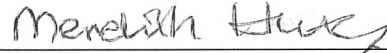
Corey A. Rux, Fire Chief



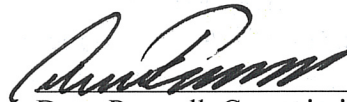
Arthur Dalessandro, Chair



Rosemary Mesa-Walton, Office Manager  
Recorder of Board Minutes



Meredith Hutchins, Commissioner



Dave Pearsall, Commissioner