



# BALD HILLS FIRE PROTECTION DISTRICT 17

## Minutes of the Regular Meeting of the Board of Fire Commissioners

May 11, 2023

At 1807 hours Commissioner Harry Miller called the meeting to order. Present at Station 17-1: Commissioners Harry Miller, Gerald Bickett, Diana McMaster, Fire Chief Mark Gregory, Deputy Chief Steven Slater, District Secretary Helen Heywood-Mang, members Donovan McCartney, Mark Edwards, and David Kleiss-Marvin. Attending virtually was member Robert Torrey.

AGENDA: The motion by Commissioner Bickett to approve the agenda was seconded and carried unanimously.

MINUTES: The motion by Commissioner McMaster and seconded to approve the minutes of April 13, 2023, was carried unanimously.

PUBLIC COMMENT: None

### FIREFIGHTERS ASSOCIATION REPORT:

Monthly meeting: General discussion

Cadet Program: Discussion held. The fire commissioners continue to support the program.

### OLD BUSINESS

Facilities – Commissioner Miller, POC

Commissioner Miller requested approval for Worthy Construction to replace the roof screws on Station 17-2 for \$1,621.50. All commissioners approved the request.

Public Relations - All

A general discussion was held.

Policy Review – Chief's Choice – All

General discussion of pending policies.

### NEW BUSINESS

Pasture Use Agreement – Expired January 1, 2023: Deferred to June meeting.

Facility Use – Public:

The request by Melissa Godoy to use station 17-1 for a meeting on July 9<sup>th</sup> at 1 PM regarding the lack of cell phone coverage in the area and the need for a cell tower was considered. An email to Ms. Godoy will be sent: "The Board of Fire Commissioners has considered your request to use the

facility known as Fire Station 17-1 on Bald Hills Road. The station needs to remain available for incident response by our department's emergency responders.

The decision has been made to allow the use of the apparatus bay only. You may use our guest Wi-Fi. However, there is to be no food, no potluck, and no kitchen or classroom use.

There is no adequate public parking at the fire station so you will need to contact the Yelm School District to arrange for permission to park at the Lacamas Elementary School next to the fire station. <https://www.ycs.wednet.edu/Domain/12>

I will tentatively put you on the calendar for the apparatus bay use on Sunday, July 9<sup>th</sup>. Please confirm whether or not you wish to use the apparatus bay on the date you indicated and the time of your meeting.”

#### DISTRICT SECRETARY’S REPORT

##### Federal Surplus Property Program Eligibility Application – 3-year renewal:

The board members and the fire chief signed the document and it will be sent to WA State DES Surplus Operations.

#### FINANCIAL REPORT – *Balances as of April 30, 2023*

- State of the Petty Cash Account (\$1,250 max): \$1,250.00
- Expense Fund (#6770) \$561,109.21

Approval of Vouchers #230501001 - 230501015 **Total** \$35,360.04

Approval of Electronic Funds Transfer Notifications for payment of:

Direct deposit of payroll \$11,597.32

Payroll Taxes: \$3,897.53

Retirement: \$2,126.31

A motion by Commissioner McMaster and seconded to approve the vouchers and electronic funds transfers was carried and the documents were signed.

- Reserve Fund (#6773) \$114,628.43
- Suppression Apparatus Fund (#6775) \$90,833.10
- Land and Facilities Fund (#6776) \$15,834.87
- Equipment Replacement (#6777) \$118,878.43

CHIEFS’ REPORTS: Oral reports regarding administration, membership, EMS, training, wildland, facilities, apparatus, and equipment, responses and transports were given by the chiefs.

THURSTON COUNTY FIRE COMMISSIONERS’ ASSOCIATION MEETING: General discussion.

GOOD OF THE ORDER: General discussion.

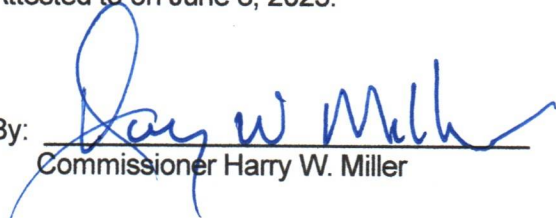
LOCAL BOARD OF VOLUNTEER FIREFIGHTERS MEETING – District Secretary

The invoice voucher for payment for services rendered for W. Hardesty – wrist injuries - was approved. Membership representative David Kleiss-Marvin was present.

ADJOURNED: A motion by Commissioner Bickett and seconded to adjourn the meeting was carried. The meeting was adjourned at 1953 hours.


The next Regular District Meeting is scheduled for Thursday, June 8, 2023, at 1800 hours. Thurston County Fire Commissioners Association meeting is scheduled for Tuesday, May 16, 2023, at 1800 hours.

Attested to on June 8, 2023:

By:   
Commissioner Harry W. Miller

By:   
Commissioner Gerald L. Bickett

By:   
Commissioner Diana Anaya McMaster

By:   
District Secretary Helen Heywood-Mang