



BALD HILLS FIRE PROTECTION DISTRICT 17

Minutes of the Regular Hybrid Meeting of the

Board of Fire Commissioners

July 10, 2025

At 1800 hours Commissioner Miller called the meeting to order. Present at Station 17-1 were Commissioners Harry Miller, Gerald Bickett, Fire Chief Mark Gregory, Captain Mark Edwards, and District Secretary Amanda Stygar and Lead Cadet Advisor Mark Abbott. Phone attendance by Commissioner Diana McMaster.

AGENDA: The motion by Commissioner Bickett, seconded by McMaster, to approve the agenda was carried.

MINUTES: A motion by Commissioner Bickett, seconded by McMaster, to approve the minutes of June 12, 2025 regular meeting was carried, and the minutes were signed.

PUBLIC COMMENT: None

FIREFIGHTERS' ASSOCIATION REPORT:

Monthly meeting - A general discussion was held. Due to a scheduling conflict, the date of the annual BBQ has been changed and will now be held on August 17, 2025.

Cadet Program – Lead Cadet Advisor Mark Abbott reported that the cadet program currently has 17 cadets, with 3 preparing to graduate and transition into the volunteer program. Cadets have been assisting with equipment maintenance and Mark Abbott is requesting that their SCBA tanks be tested. The commissioners approved the request. The Chief and Mark Abbott will meet to determine the exact number of SCBA units that require testing. Cadet Advisor also noted that, due to the large number of cadets, the program is becoming increasingly difficult to manage with the current level of staffing. Additional advisors and support are needed to continue to run the program effectively.

OLD BUSINESS

Facilities – Commissioner Miller, POC
A general discussion was held.

Public Relations –
The annual fire dog event is scheduled for July 26 and 27.

Policy Review – Chief's Choice – All

No policies were reviewed during this meeting.

NEW BUSINESS: Approval/ Denial of Competitive Bids – New build 3,000 gallon water tender.

Following a thorough review and analysis by Chief, the Board reviewed his findings regarding the competitive bid for the tender purchase. Based on Chief's recommendations, the Board approved the acceptance of the SeaWestern bid. Additional features will be added to meet the department's original specifications, with delivery expected within the next few months.

EXECUTIVE SESSION:

Commissioner Miller entered the meeting into Executive Session pursuant to RCW 42.30.110(1)(g) to discuss personnel matters. The session lasted ten minutes and was called to close at 1853.

DISTRICT SECRETARY'S REPORT

The State Auditor's Office has requested documentation in preparation for the upcoming three-year audit. The District Secretary is compiling and submitting the necessary materials as requested.

Additionally, the GEMT cost report is due by July 31. The District Secretary is currently gathering the required data and documentation for the reporting period

The District Secretary and Chief are currently working with the District's legal counsel to finalize the Levy Lid Lift ballot measure for the upcoming general election. It is anticipated that a special meeting will be scheduled later this month for the purpose of reviewing and approving the resolution required to place the measure on the general election ballot.

FINANCIAL

State of the Petty Cash Account (\$1,250 max): \$1,100.00

- Expense Fund (#6770) \$656,069.12

Approval of Vouchers #250701043– 250701014 = \$40,471.50

Approval of Electronic Funds Transfer Notifications for payment of:

Direct deposit of payroll \$16,121.91

Payroll Taxes: \$6,957.05

Retirement: \$2,713.23

- Reserve Fund (#6773) \$121,440.14
- Suppression Apparatus Fund (#6775) \$500,680.78
- Land and Facilities Fund (#6776) \$68,328.31
- Equipment Replacement (#6777) \$125,942.69

CHIEF'S REPORT: An oral report about administration, membership, EMS, training, wildland, apparatus and equipment, and responses were given.

THURSTON COUNTY FIRE COMMISSIONERS' ASSOCIATION MEETING:

A general discussion was held.

GOOD OF THE ORDER:

A general discussion was held.

LOCAL BOARD OF VOLUNTEER FIREFIGHTERS MEETING – District Secretary

Remittance payment for members Lara and Romero reviewed and approved.

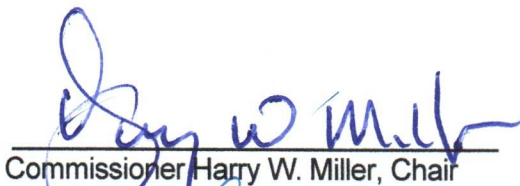
The invoice for the physical examination reimbursement for Romero was approved.

ADJOURNED: The motion by Commissioner McMaster and seconded by Bickett to adjourn the meeting was carried. The meeting was adjourned at 1929 hours.

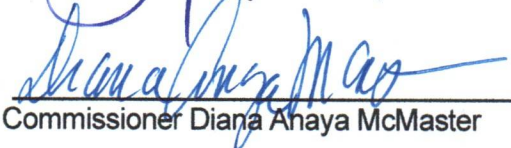
The next Regular District Meeting is scheduled for Thursday, August 14, 2025, at 1800 hours. Thurston County Fire Commissioners' Association meeting is scheduled for Tuesday, August 19, 2025, at 1800 hours.

Attested to on August 14, 2025.

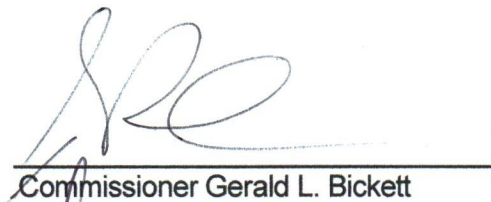
By:


Commissioner Harry W. Miller, Chair

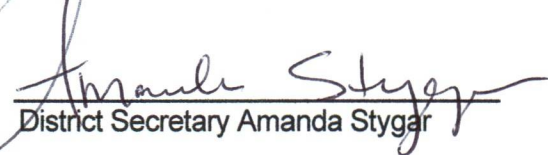
By:


Commissioner Diana Anaya McMaster

By:


Commissioner Gerald L. Bickett

By:


District Secretary Amanda Stygar