**AGENDA**
**Commissioners' Meeting**
**April 8, 2025**
**5:00 P.M.**

1. Call to Order/Pledge of Allegiance
2. Approval of the Agenda
3. Commissioner Absence
4. Communications
5. Approve minutes from **March 25, 2025,** Commissioner meeting.
6. Accounts Payable & Payroll Approvals

| **Accounts Payable (Checks)** | |
|---|---|
| Check #1382 – 1449 | $310, 945.84 |
| **ACCOUNTS PAYABLE TOTALS** | **$310, 945.84** |

7. Local 3390 Reports
8. Chiefs Reports
9. Standing Committee Reports
10. Chairman's Report
11. 2022 Bond Update
12. **OLD BUSINESS**
13. **NEW BUSINESS**
14. Open Public Comment (state your name for the record, you will have 3 minutes)
15. **GOOD OF THE ORDER**
16. **SPECIAL INTERESTS/UPCOMING EVENTS**

Adjourn Meeting. Next regular meeting: **Tuesday, April 22, 2025, at 5:00 PM**

# COMMISSIONERS' MEETING MINUTES

March 25, 2025

Chairman Entze called the meeting to order at 5:00 p.m. and led the Pledge of Allegiance.

Present: Commissioners Entze, Wilsie, Sutich, Nelson and Urvina; Fire Chief D. Doan; Deputy Chief's P. Oldenburg, S. Booth, N. Langlow, J. Johnson; Division Chief S. Peterson, Finance Director K. Hackmeister (virtual), IAFF Local 3390 Vice President M. Collins, Executive Assistant L. Medved, Technology and Communications Specialist M. Herzog, Administrative Assistants L. Schroeder, P. Vivian; IS Manager T. Wagenmann, HR Manager, J. Gunder, and several department members and their families.

## APPROVAL OF THE AGENDA

Commissioners Sutich and Wilsie moved and seconded approval of the agenda. With no further discussion, the **MOTION CARRIED** by unanimous roll call vote.

## RECOGNITIONS

DC Langlow and FC Doan presented Meritorious Awards to CPR Instructor Herzberger, FF/EMT Neff, FF/EMT Moseley, FF/EMT Watson, FF/EMT Hansen, FF/EMT Gilletti, FF/EMT Gnegy, FF/PM Abts, Lt. Bissenas, Lt. Hoeschen, Lt. Piercy, and BC Voigt, and a Lifesaving Award to Lt. Blue Best of Central Pierce Fire and Rescue.

## COMMISSIONER ABSENCE

## COMMUNICATIONS

## MINUTES AND VOUCHERS

Commissioners Nelson and Sutich moved and seconded approval of the March 11, 2025, meeting minutes. With no further discussion, the **MOTION CARRIED** by unanimous roll call vote.

Commissioners Nelson and Urvina moved and seconded a motion to approve accounts payable checks #1321-1345, 1356-1381 and payroll checks #1346-1355 and ACH payroll transfers, as outlined in the agenda for a total consideration of $3,118,461.77. With no further discussion, the **MOTION CARRIED** by unanimous roll call vote.

## LOCAL 3390 REPORTS

## CHIEFS REPORTS

DC Booth reported:

- Firefighter Stair Climb: 17 participants and $27,000 raised.
- Attended Washington Fire Marshall Community Risk Reduction Summit to establish goals for the next 5 years.
- Received recognition for First Responder Wellness Week at the Pierce County Council.
- Conducting a wildfire evacuation scenario at the PEP-C Emergency Preparedness Summit on April 12th at Gig Harbor High School.

DC Langlow reported:

- Recruits completing final week of EMT class this week.
- Weekend update: A downtown structure fire resulted in no damage, and a successful high-angle rope rescue was performed with Tacoma Fire Department to extricate both a dog and its owner, showcasing the effectiveness of joint training.

FC Doan reported:

- Attending the Washington Fire Commissioners training on April 5th.
- Fox Island Bridge Open House on April 8th (same day as board meeting); will send a representative to attend.
- Attending LERA conference with the Union on April 10th and 11th.
- Participating in a roundtable discussion with Executive Mello on April 10th.
- Speaking at the IAFF New Member Conference and providing leadership training in Ontario in May.

**STANDING COMMITTEE REPORTS**

**FINANCIAL REPORT**

**CHAIRMAN'S REPORT**

**2022 CAPITAL BOND PROJECTS UPDATE**

AC Johnson reported:

- Station 53 – Nearing closeout.
- Station 57 – Logistics will begin moving in soon.
- Station 51 – April 1st meeting with the city for permits.
- Station 50 – Painting and HVAC work this week; room closures next month for repair and replacement of mechanical heating systems.
- Training Bldg. – 2nd Floor is sheeted and the walls going up on support building.
- Training Tower – Going to Boise with Pease Construction this week to look at their tower.

**OLD BUSINESS**

**NEW BUSINESS**

**PUBLIC COMMENT**

**GOOD OF THE ORDER**

- Washington Fire Commissioner Spring Conference in Clearwater on Saturday, April 5th.

**SPECIAL INTERESTS/UPCOMING EVENTS**

**ADJOURNMENT**

There being no further business to discuss, Chairman Entze adjourned the meeting at 5:44 p.m.

The next regular meeting will be Tuesday, April 8, 2025, at 5:00 p.m.

DRAFT

Chairman/Commissioner

Commissioner

Commissioner

Commissioner

Commissioner

Attest: District Secretary

DRAFT

**Checks/Bank Drafts**
**Issued 3/27/25 - 4/1/25**

| **ACCOUNTS PAYABLE:** | | | | | | **Dollar Amount** | | **TOTAL** |
|---|---|---|---|---|---|---|---|---|
| Check Numbers: | 1382 | through | 1411 | General Fund | $ | 137,801.98 | $ | 137,801.98 |
| | 1412 | through | 1413 | Capital Fund | $ | 104,731.07 | $ | 104,731.07 |
| | 1414 | through | 1449 | General Fund | $ | 68,412.79 | $ | 68,412.79 |
| **ACCOUNTS PAYABLE TOTAL:** | | | | | | | **$** | **310,945.84** |

**GRAND TOTAL ACCOUNTS PAYABLE: $ 310,945.84**

**** ALL CHECKS WERE PRINTED BY PCFD5 ****

Pierce County Fire Protection District No.5

# Check Report

By Check Number

Date Range: 03/27/2025 - 04/01/2025

| Vendor Number | Vendor Name | Payment Date | Payment Type | Discount Amount | Payment Amount | Number |
|---|---|---|---|---|---|---|
| **Bank Code: Pooled Cash-Pooled Cash** | | | | | | |
| 449 | A-ADVANCED SEPTIC SERVICES, INC | 03/27/2025 | Regular | 0.00 | 7,813.42 | 1382 |
| 436 | ACTION BUSINESS FURNITURE INC | 03/27/2025 | Regular | 0.00 | 2,096.33 | 1383 |
| VEN00055 | Brighthorizon Lawn Care | 03/27/2025 | Regular | 0.00 | 14,209.75 | 1384 |
| 1239 | CENTURYLINK | 03/27/2025 | Regular | 0.00 | 959.62 | 1385 |
| 3005 | CINTAS CORP | 03/27/2025 | Regular | 0.00 | 3,896.47 | 1386 |
| 3005 | CINTAS CORP | 03/27/2025 | Regular | 0.00 | 695.58 | 1387 |
| 37 | CLAIBORNE, LARRY | 03/27/2025 | Regular | 0.00 | 818.10 | 1388 |
| VEN00034 | Cochran Inc. | 03/27/2025 | Regular | 0.00 | 11,775.36 | 1389 |
| 2478 | COMCAST | 03/27/2025 | Regular | 0.00 | 1,116.41 | 1390 |
| 2332 | COPELAND, ROBERT | 03/27/2025 | Regular | 0.00 | 555.00 | 1391 |
| 350 | EAN SERVICES LLC | 03/27/2025 | Regular | 0.00 | 353.73 | 1392 |
| 233 | EMS CONNECT | 03/27/2025 | Regular | 0.00 | 760.50 | 1393 |
| 44 | FIDELITY SOLUTIONS | 03/27/2025 | Regular | 0.00 | 1,652.77 | 1394 |
| 542 | GALLS LLC | 03/27/2025 | Regular | 0.00 | 1,338.93 | 1395 |
| 517 | GRAINGER | 03/27/2025 | Regular | 0.00 | 1,008.96 | 1396 |
| 2283 | HUGHES FIRE EQUIPMENT INC | 03/27/2025 | Regular | 0.00 | 985.14 | 1397 |
| 561 | HUMANA INSURANCE CO | 03/27/2025 | Regular | 0.00 | 110.10 | 1398 |
| 353 | JOHN A CAMPBELL MD PC | 03/27/2025 | Regular | 0.00 | 6,788.00 | 1399 |
| 587 | LEVEL 3 COMMUNICATIONS LLC | 03/27/2025 | Regular | 0.00 | 2,161.90 | 1400 |
| 528 | LIFE ASSIST INC | 03/27/2025 | Regular | 0.00 | 3,330.04 | 1401 |
| 529 | MACDONALD MILLER FACILITY SOLUTIONS LLC | 03/27/2025 | Regular | 0.00 | 3,249.49 | 1402 |
| 1019 | MAIL PLUS COPIES | 03/27/2025 | Regular | 0.00 | 709.12 | 1403 |
| 591 | MIKE MCHARGUE LLC | 03/27/2025 | Regular | 0.00 | 42,506.94 | 1404 |
| 534 | PRCD LLC | 03/27/2025 | Regular | 0.00 | 297.06 | 1405 |
| 2982 | PREMERA BLUE CROSS | 03/27/2025 | Regular | 0.00 | 606.00 | 1406 |
| 2692 | PRINTING SERVICES | 03/27/2025 | Regular | 0.00 | 43.20 | 1407 |
| 99 | SEAWESTERN INC | 03/27/2025 | Regular | 0.00 | 12,932.47 | 1408 |
| 560 | SERVEN, SCOTT | 03/27/2025 | Regular | 0.00 | 14,000.00 | 1409 |
| VEN00091 | The HON Company LLC | 03/27/2025 | Regular | 0.00 | 947.79 | 1410 |
| 3115 | UNITED HEALTHCARE | 03/27/2025 | Regular | 0.00 | 83.80 | 1411 |
| 489 | DTG RECYCLE | 03/27/2025 | Regular | 0.00 | 419.60 | 1412 |
| 1624 | RICE FERGUS MILLER | 03/27/2025 | Regular | 0.00 | 104,311.47 | 1413 |
| 368 | DOAN, DENNIS | 03/28/2025 | Regular | 0.00 | 670.48 | 1414 |
| VEN00099 | Ethan Pursley | 03/28/2025 | Regular | 0.00 | 800.00 | 1415 |
| 1956 | BANKERS LIFE & CASUALTY CO | 04/01/2025 | Regular | 0.00 | 18,926.27 | 1416 |
| 2314 | BCBS OF ARIZONA | 04/01/2025 | Regular | 0.00 | 378.40 | 1417 |
| 3005 | CINTAS CORP | 04/01/2025 | Regular | 0.00 | 87.72 | 1418 |
| 3005 | CINTAS CORP | 04/01/2025 | Regular | 0.00 | 54.05 | 1419 |
| 2433 | COCHRANE, ANDREW | 04/01/2025 | Regular | 0.00 | 552.00 | 1420 |
| 609 | Colin Shaughnessy | 04/01/2025 | Regular | 0.00 | 322.00 | 1421 |
| 2478 | COMCAST | 04/01/2025 | Regular | 0.00 | 32.49 | 1422 |
| 3312 | CUSTOM PRINTS NW LLC | 04/01/2025 | Regular | 0.00 | 1,643.43 | 1423 |
| VEN00104 | Diana Liebner | 04/01/2025 | Regular | 0.00 | 35.00 | 1424 |
| VEN00103 | Doreen Wheeler | 04/01/2025 | Regular | 0.00 | 275.00 | 1425 |
| VEN00102 | Elizabeth McConnell | 04/01/2025 | Regular | 0.00 | 420.64 | 1426 |
| 44 | FIDELITY SOLUTIONS | 04/01/2025 | Regular | 0.00 | 702.65 | 1427 |
| 2820 | FOSTER, CHAD | 04/01/2025 | Regular | 0.00 | 552.00 | 1428 |
| 542 | GALLS LLC | 04/01/2025 | Regular | 0.00 | 261.79 | 1429 |
| 53 | LABORATORY CORP OF AMERICA | 04/01/2025 | Regular | 0.00 | 47.20 | 1430 |
| 212 | LAWSON PRODUCTS | 04/01/2025 | Regular | 0.00 | 418.51 | 1431 |
| 294 | MONROE, TRAVIS | 04/01/2025 | Regular | 0.00 | 255.00 | 1432 |
| 3289 | NORTHWEST LIFT & EQUIPMENT | 04/01/2025 | Regular | 0.00 | 5,678.15 | 1433 |
| 2645 | PESCHON, MATTHEW | 04/01/2025 | Regular | 0.00 | 552.00 | 1434 |
| 1087 | PUGET SOUND ENERGY | 04/01/2025 | Regular | 0.00 | 3,112.26 | 1435 |

| Vendor Number | Vendor Name | Payment Date | Payment Type | Discount Amount | Payment Amount | Number |
|---|---|---|---|---|---|---|
| 612 | S&S METAL FABRICATION | 04/01/2025 | Regular | 0.00 | 419.14 | 1436 |
| 176 | SKAVLEM, BRADLEY | 04/01/2025 | Regular | 0.00 | 378.00 | 1437 |
| 263 | SPRINGBROOK HOLDING CO LLC | 04/01/2025 | Regular | 0.00 | 1,440.00 | 1438 |
| 302 | STERICYCLE INC | 04/01/2025 | Regular | 0.00 | 139.73 | 1439 |
| 137 | SUNBELT RENTALS INC | 04/01/2025 | Regular | 0.00 | 1,947.54 | 1440 |
| 600 | SYSTEMS DESIGN WEST LLC | 04/01/2025 | Regular | 0.00 | 6,991.38 | 1441 |
| 1957 | TITUS WILL FORD | 04/01/2025 | Regular | 0.00 | 1,227.72 | 1442 |
| 171 | ULINE | 04/01/2025 | Regular | 0.00 | 2,033.05 | 1443 |
| 2973 | VERIZON WIRELESS - DALLAS | 04/01/2025 | Regular | 0.00 | 3,689.90 | 1444 |
| 1474 | WASHINGTON WATER SERVICE - 1 | 04/01/2025 | Regular | 0.00 | 119.75 | 1445 |
| 1820 | WESTBAY AUTO PARTS | 04/01/2025 | Regular | 0.00 | 214.97 | 1446 |
| 2088 | WHELEN ENGINEERING CO INC | 04/01/2025 | Regular | 0.00 | 1,542.23 | 1447 |
| VEN00005 | WrapJax LLC | 04/01/2025 | Regular | 0.00 | 2,924.80 | 1448 |
| 3213 | ZOLL MEDICAL CORPORATION | 04/01/2025 | Regular | 0.00 | 9,567.54 | 1449 |

**Bank Code Pooled Cash Summary**

| Payment Type | Payable Count | Payment Count | Discount | Payment |
|---|---|---|---|---|
| Regular Checks | 158 | 68 | 0.00 | 310,945.84 |
| Manual Checks | 0 | 0 | 0.00 | 0.00 |
| Voided Checks | 0 | 0 | 0.00 | 0.00 |
| Bank Drafts | 0 | 0 | 0.00 | 0.00 |
| EFT's | 0 | 0 | 0.00 | 0.00 |
| | **158** | **68** | **0.00** | **310,945.84** |

# All Bank Codes Check Summary

| Payment Type | Payable Count | Payment Count | Discount | Payment |
|---|---|---|---|---|
| Regular Checks | 158 | 68 | 0.00 | 310,945.84 |
| Manual Checks | 0 | 0 | 0.00 | 0.00 |
| Voided Checks | 0 | 0 | 0.00 | 0.00 |
| Bank Drafts | 0 | 0 | 0.00 | 0.00 |
| EFT's | 0 | 0 | 0.00 | 0.00 |
| | **158** | **68** | **0.00** | **310,945.84** |

# Fund Summary

| Fund | Name | Period | Amount |
|---|---|---|---|
| 999 | Pooled Cash | 3/2025 | 244,003.53 |
| 999 | Pooled Cash | 4/2025 | 66,942.31 |
| | | | **310,945.84** |

# Authorization Signatures

**Pierce County Fire District 5**

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described, or that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim is a just, due and unpaid obligation against the district, and that I am authorized to authenticate and certify to said claim.

Chair

Commissioner

Commissioner

Commissioner

Commissioner

District Secretary