



GIG HARBOR FIRE & MEDIC ONE

Board of Fire Commissioners Meeting Agenda

Date: September 22, 2026

Time: 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 **September 8, 2026**, Commissioner meeting.
6. Accounts Payable & Payroll Approvals

Accounts Payable (Checks)	
Check #'s 4296 – 4329	\$130,757.75
EFT's	\$3,085.65
ACCOUNTS PAYABLE TOTALS	\$133,843.40

Payroll (Checks & ACH Transfers)	
Check #'s 4284 – 4295	\$512,029.49
ACH Payroll Transfer (Drafts)	\$308,366.96
ACH Payroll Transfer	\$669,938.68
PAYROLL TOTALS	\$1,490,335.13

GRAND TOTAL CHECKS & ACH TRANSFERS	\$1,624,178.53
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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, October 13, 2026, at 5:00 PM**



GIG HARBOR FIRE & MEDIC ONE

Board of Fire Commissioners Meeting Minutes

Date: September 08, 2026

Vice Chairman Urvina called the meeting to order at 5:00 p.m. and led the Pledge of Allegiance. Present: Commissioners Urvina, Nelson (virtually), Hayden, and Fleming; Fire Chief D. Doan; Deputy Chiefs N. Langlow, T. Wescott; Division Chief S. Peterson, Finance Director K. Hackmeister, IS Manager T. Wagenmann, Technology & Communications Specialist M. Herzog, and EA L. Medved.

APPROVAL OF THE AGENDA

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

COMMISSIONER ABSENCE

Commissioner Fleming moved to excuse Chairman Entze's absence from the September 8th, 2026, meeting. Commissioner Hayden seconded. With no further discussion, the MOTION CARRIED by unanimous roll call vote.

Commissioner Hayden notified the board he will be absent from the September 22, 2026, meeting.

COMMUNICATIONS

MINUTES AND VOUCHERS

Commissioners Hayden and Fleming moved and seconded approval of the 8/25/2026 meeting minutes. With no further discussion, the MOTION CARRIED by unanimous roll call vote.

Commissioners Nelson and Fleming moved and seconded approval of payable checks #4222 – 4283, as outlined in the agenda for a total consideration of \$213,056.42. Commissioner Urvina noted that the agenda listed the total as \$210,056.42, a typographical error; the correct total of \$213,056.42, as reflected on the supporting documentation, was confirmed. The MOTION CARRIED by unanimous roll call vote.

LOCAL 3390 REPORTS

CHIEFS REPORTS

FC Doan reported:

- September 11th ceremony at 9AM on the 25th anniversary

- Quarterly meeting with Mayor Barber on Thursday

DC Langlow reported:

- MultiCare Foundation donated 10 AEDs to Gig Harbor PD (6) and Pierce County Sheriff's Office (4). They will be deployed to agencies tomorrow. Commissioner Fleming asked what training is provided to the agencies and DC Langlow stated DC Dumas has been working with GHPD to deliver training and we'll start working with the Peninsula Detachment.
- FF/PMs Pirolo, Kamp, and Jacobson are deployed on assignment at the Paradise Fire in Oregon. DC Johnson is deployed to the Little Giant Fire in Chelan.

STANDING COMMITTEE REPORTS

FINANCIAL REPORT

The July 2026 financial report was presented and reflects typical activity.

2022 CAPITAL BOND PROJECTS UPDATE

- Station 58/59
 - Incorporated feedback from the previous meeting by standardizing the stations and adding a dorm. Will proceed with this design. Thanks to the Board for the feedback.
- Station 51
 - Work is ongoing.
- Training Campus
 - Hosted multiple trainings on campus last week, including Tyler Technologies training, joint law enforcement training, and officer training.

OLD BUSINESS

NEW BUSINESS

A. Resolution 2026-02 Second Issuance of Bonds

K. Hackmeister

- Resolution 2026-02 authorizes the second issuance of bonds. Voters approved \$80M in bond authorization in 2022; \$50M was issued in the first issuance, and the District will move forward with up to \$30M in 2026.
- The resolution language is similar to the 2022 resolution, with updated demographics for this period and additional projects included in this issuance (Station 58/59).
- It covers the terms of this issuance. Key dates: rating call in September, bond sale in October, and final closing with funds received in November.

Commissioner Hayden and Fleming moved and seconded Resolution 2026-02. With no further discussion, the MOTION CARRIED by unanimous roll call vote.

B. Resolution 2026-03 ACH and EFT Payment Policy

K. Hackmeister

- Resolution 2026-03 formalizes the District's ACH and EFT payment practices and procedures.
- The District currently provides ACH payments to employees only; this resolution documents that practice and allows for future expansion to vendors. It has already been built into Tyler Technologies programming. Vendor expansion will follow a phased approach, starting with smaller groups, in compliance with auditor requirements.
- The policy is in the board packet; the procedure is staff-only.
- Commissioner Hayden asked about cost impact. Krystal confirmed it is cost-neutral, with future savings expected from reduced check issuance.

Commissioner Hayden and Fleming moved and seconded Resolution 2026-02. With no further discussion, the MOTION CARRIED by unanimous roll call vote.

PUBLIC COMMENT

GOOD OF THE ORDER

SPECIAL INTERESTS/UPCOMING EVENTS

ADJOURNMENT

There being no further business to discuss, Vice Chairman Urvina adjourned the meeting at 5:16 p.m. The next regular meeting will be 9/22/2026 at 5:00 p.m.

Chairman/Commissioner

Commissioner

Commissioner

Commissioner

Commissioner

Attest: District Secretary

Checks/Bank Drafts 9/4/26 - 9/18/26
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ACCOUNTS PAYABLE:

					Dollar Amount		TOTAL
EFTs:	1	through	1	General	\$	3,085.65	\$ 3,085.65
	TOTAL EFTS:				\$	3,085.65	\$ 3,085.65
Bank Drafts:	DFT0001767	through	DFT0001777	9/10/26 Payroll	\$	308,366.96	\$ 308,366.96
	TOTAL BANK DRAFTS:				\$	308,366.96	\$ 308,366.96
Check Numbers:	4284	through	4295	9/10/26 Payroll	\$	512,029.49	\$ 512,029.49
	4296	through	4325	General	\$	81,883.01	\$ 81,883.01
	4326	through	4329	Capital	\$	48,874.74	\$ 48,874.74
	TOTAL CHECKS:				\$	642,787.24	\$ 642,787.24

ACCOUNTS PAYABLE TOTAL:	\$	954,239.85	\$	954,239.85
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ACH Payroll Transfer :	9/10/26 Payroll	\$	669,938.68	\$	669,938.68
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GRAND TOTAL:	\$	1,624,178.53
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** ALL CHECKS WERE PRINTED BY PCFD5 **



Pierce County Fire Protection District No.5

Check Report

By Check Number

Date Range: 09/04/2026 - 09/18/2026

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: AP Payable Key-Accounts Payable Key Bank 5546	Peterson, Stevan	09/14/2026	EFT	0.00	3,085.65	1

Bank Code AP Payable Key Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	0	0	0.00	0.00
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	1	1	0.00	3,085.65
	1	1	0.00	3,085.65

Check Report

Date Range: 09/04/2026 - 09/18/2026

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: Payroll-Payroll						
73	DECISION POINT	09/10/2026	Bank Draft	0.00	47,379.40	DFT0001767
73	DECISION POINT	09/10/2026	Bank Draft	0.00	37,179.73	DFT0001768
73	DECISION POINT	09/10/2026	Bank Draft	0.00	39,078.50	DFT0001769
73	DECISION POINT	09/10/2026	Bank Draft	0.00	4,562.85	DFT0001770
283	DSHS - DIV OF CHILD SUPPORT	09/10/2026	Bank Draft	0.00	439.50	DFT0001771
303	FIDELITY INVESTMENTS	09/10/2026	Bank Draft	0.00	4,468.08	DFT0001772
303	FIDELITY INVESTMENTS	09/10/2026	Bank Draft	0.00	500.00	DFT0001773
303	FIDELITY INVESTMENTS	09/10/2026	Bank Draft	0.00	3,937.50	DFT0001774
14	Internal Revenue Service - EFTPS	09/10/2026	Bank Draft	0.00	30,702.93	DFT0001775
14	Internal Revenue Service - EFTPS	09/10/2026	Bank Draft	0.00	618.62	DFT0001776
14	Internal Revenue Service - EFTPS	09/10/2026	Bank Draft	0.00	139,499.85	DFT0001777

Bank Code Payroll Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	0	0	0.00	0.00
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	11	11	0.00	308,366.96
EFT's	0	0	0.00	0.00
	11	11	0.00	308,366.96

Check Report

Date Range: 09/04/2026 - 09/18/2026

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: Pooled Cash-Pooled Cash						
3290	BHT BUSINESS SERVICES INDUSTRY	09/08/2026	Regular	0.00	14,353.75	4284
333	COLUMBIA BANK	09/08/2026	Regular	0.00	25,321.99	4285
107	DEPT LABOR & INDUSTRIES	09/08/2026	Regular	0.00	49,420.04	4286
67	EMPLOYMENT SECURITY DEPT - PFMLA	09/08/2026	Regular	0.00	11,415.60	4287
3037	Gig Harbor Firefighters Union Health and Welfa	09/08/2026	Regular	0.00	247,300.86	4288
388	GIG HARBOR PENINSULA FF ASSOCIATION	09/08/2026	Regular	0.00	415.00	4289
3268	THE HARTFORD	09/08/2026	Regular	0.00	8,106.31	4290
315	TRUSTMARK VOLUNTARY BENEFITS	09/08/2026	Regular	0.00	5,004.39	4291
515	WA CARES FUND - LTC	09/08/2026	Regular	0.00	1,964.39	4292
526	WA State Treasurer Dept of Retirement System	09/08/2026	Regular	0.00	130,466.93	4293
525	WASHINGTON PER SYSTEM EMP	09/08/2026	Regular	0.00	10,597.73	4294
980	WASHINGTON STATE TREASURER	09/08/2026	Regular	0.00	7,662.50	4295
VEN00098	Benjamin Constance PLLC	09/11/2026	Regular	0.00	5,166.67	4296
108	C.W. NIELSEN MFG. CORP.	09/11/2026	Regular	0.00	59.46	4297
3120	CENTRAL WELDING SUPPLY	09/11/2026	Regular	0.00	299.86	4298
3005	CINTAS CORP	09/11/2026	Regular	7.64	406.03	4299
2478	COMCAST	09/11/2026	Regular	0.00	1,170.57	4300
474	DM RECYCLING	09/11/2026	Regular	0.00	901.00	4301
261	DOBBS PETERBILT - TACOMA 1	09/11/2026	Regular	0.00	1,463.21	4302
VEN00207	Fireshield Inc	09/11/2026	Regular	0.00	454.02	4303
383	HEALTH CARE AUTHORITY	09/11/2026	Regular	0.00	1,619.47	4304
22	IMS ALLIANCE	09/11/2026	Regular	0.00	20.39	4305
2661	INDUSTRIAL SCIENTIFIC CORP	09/11/2026	Regular	0.00	1,888.77	4306
248	INTERSTATE BATTERIES OF OLYMPIA	09/11/2026	Regular	0.00	613.54	4307
353	JOHN A CAMPBELL MD PC	09/11/2026	Regular	0.00	4,198.00	4308
VEN00055	Juana Elena Najar Perez	09/11/2026	Regular	0.00	5,588.77	4309
3225	KELLEY CREATE - LEASE PYMTS	09/11/2026	Regular	0.00	2,112.38	4310
2870	KENT D BRUCE CO LLC	09/11/2026	Regular	0.00	528.73	4311
3096	MCKESSON MEDICAL SURGICAL	09/11/2026	Regular	0.00	9,072.24	4312
VEN00200	MES SERVICE COMPANY LLC	09/11/2026	Regular	0.00	1,105.13	4313
2410	MUNICIPAL EMERGENCY SVC	09/11/2026	Regular	0.00	7,070.24	4314
1359	MURREYS DISPOSAL CO INC	09/11/2026	Regular	0.00	1,207.00	4315
520	PERFORMANCE SYSTEMS INTEGRATION LLC	09/11/2026	Regular	0.00	2,275.23	4316
420	POMPS TIRE SERVICE INC	09/11/2026	Regular	0.00	5,936.08	4317
98	PRENTICE PERFECT CLEANING LLC	09/11/2026	Regular	0.00	10,500.00	4318
395	QUEST DIAGNOSTICS	09/11/2026	Regular	0.00	5,893.60	4319
80	SPRAGUE PEST SOLUTIONS	09/11/2026	Regular	0.00	113.51	4320
600	SYSTEMS DESIGN WEST LLC	09/11/2026	Regular	0.00	9,378.48	4321
171	ULINE	09/11/2026	Regular	0.00	2,001.59	4322
1945	UNIFIED OFFICE SERVICES	09/11/2026	Regular	0.00	113.95	4323
1820	WESTBAY AUTO PARTS	09/11/2026	Regular	0.00	320.96	4324
3213	ZOLL MEDICAL CORPORATION	09/11/2026	Regular	0.00	404.13	4325
VEN00251	Avidex Industries LLC	09/11/2026	Regular	0.00	7,758.58	4326
602	MATERIALS TESTING & CONSULTING INC	09/11/2026	Regular	0.00	1,122.50	4327
VEN00249	Plastix Plus LLC	09/11/2026	Regular	0.00	3,997.51	4328
1624	RICE FERGUS MILLER	09/11/2026	Regular	0.00	35,996.15	4329

Bank Code Pooled Cash Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	99	46	7.64	642,787.24
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
	99	46	7.64	642,787.24

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	99	46	7.64	642,787.24
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	11	11	0.00	308,366.96
EFT's	1	1	0.00	3,085.65
	111	58	7.64	954,239.85

Fund Summary

Fund	Name	Period	Amount
999	Pooled Cash	9/2026	954,239.85
			954,239.85

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