



Gig Harbor Fire & Medic One

AGENDA
Commissioners' Meeting
June 10, 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 **May 27, 2025**, Commissioner meeting.
6. Accounts Payable & Payroll Approvals

Accounts Payable (Checks)	
Check #'s 1771 – 1799 & 1813 – 1829	\$573,720.05
ACCOUNTS PAYABLE TOTALS	\$573,720.05

Payroll (Checks & ACH Transfers)	
Check #'s 1800 – 1812	\$492,755.24
ACH Payroll Transfer (Drafts)	\$267,234.16
ACH Payroll Transfer	\$601,424.13
PAYROLL TOTALS	\$1,361,413.53

GRAND TOTAL CHECKS & ACH TRANSFERS	\$1,935,133.58
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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**



Gig Harbor Fire & Medic One

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**

- WFCFA Spring Series Conference in Chelan, WA on Saturday, 6/7
- PenMet Parks Recreation Center Ribbon Cutting Ceremony on Tuesday, 6/17, 4:30PM Reception, 5PM Ceremony

Adjourn Meeting. Next regular meeting: **Tuesday, June 24, 2025, at 5:00 PM**



Gig Harbor Fire & Medic One

COMMISSIONERS' MEETING MINUTES

May 27, 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, N. Langlow, J. Johnson, IS Manager T. Wagenmann, Technology and Communications Specialist M. Herzog, Executive Assistant L. Medved, and HR Manager J. Gunder (virtually).

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.

COMMISSIONER ABSENCE

COMMUNICATIONS

MINUTES AND VOUCHERS

Commissioners Wilsie and Urvina moved and seconded approval of the May 13, 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 #1680 – 1720 and #1732 – 1770, and payroll checks #1721 – 1731, and ACH payroll transfers, as outlined in the agenda for a total consideration of \$2,394,598.94. With no further discussion, the **MOTION CARRIED** by unanimous roll call vote.

LOCAL 3390 REPORTS

CHIEFS REPORTS

DC Oldenburg reported:

- Lateral recruiting deadline June 6th. We currently have 19 applicants and are hosting two virtual information sessions scheduled for this week.
- Payroll go-live was successful; Katrina will not need to run payroll in the old system moving forward.
- Additional modules are expected to be released soon, including timekeeping.

DC Langlow reported:

- A citizen expressed interest in making an anonymous donation to the department, with the intent to support a capital purchase to enhance our service to the community.
- The department is in a strong position to purchase and replace our apparatus and has proposed a fire boat, which is not currently budgeted.
- Ongoing maintenance and operational costs have been accounted for, and it would not impact plans for acquiring a ladder truck.
- The boat would enhance fire and rescue capabilities, would most likely be moored in Gig Harbor Bay, and cross-staffed with an engine company.
- Support was expressed by board members and updates will be provided in the coming months.

FC Doan reported:

- Spoke at the IAFF New Member Conference in Kennewick (May 2) and led leadership training at Ontario Fire Department the following week.
- Invited to join the Wood Council Advisory Board and attended meetings in Baltimore last week.
- Will attend the Bates Fire Service Training Center Groundbreaking (tomorrow), lunch with Craig McLaughlin (Friday), and Station 53 Open House (Saturday).
- Speaking at the Fox Island In-District meeting (June 2, Heart Church) and Councilmember Jeni Woock's Open House (June 10, Cutters Point).
- Judging the Gig Festival Parade (June 6); DCs Oldenburg and Langlow collaborating with GHPD on the IAP.
- Encouraging Commissioner candidates to attend meetings or contact current Commissioners.

STANDING COMMITTEE REPORTS

FINANCIAL REPORT

CHAIRMAN'S REPORT

2022 CAPITAL BOND PROJECTS UPDATE

DC Johnson reported:

- **Stations 53/57:** Closing out paperwork.
- **Training Campus:** Pease is making strong progress. Fire line and hydrant work begins late this week; two additional hydrants will be added for the support building's sprinkler system. Support building: classroom side sheeted, apparatus bay work underway, expected to complete next week. Tower: electrical work on 1st floor, inspection scheduled for tomorrow; slab pour set for May 29 or 30, with CME wall work to follow after curing.
- **Station 50:** Working through a short punch list. Pease has shifted staff to the training campus for slab prep. Furniture has been ordered.
- **Station 51:** Received city permit comments last week; revisions expected to be completed and resubmitted by early next week.

OLD BUSINESS

NEW BUSINESS

PUBLIC COMMENT

GOOD OF THE ORDER

SPECIAL INTERESTS/UPCOMING EVENTS

- Craig McLaughlin Lunch – May 30
- Station 53 Open House – May 31
- Maritime Gig Festival – June 7

ADJOURNMENT

There being no further business to discuss, Chairman Entze adjourned the meeting at 5:30 p.m.

The next regular meeting will be Tuesday, June 10, at 5:0 p.m.

Chairman/Commissioner

Commissioner

Commissioner

Commissioner

Commissioner

Attest: District Secretary

Checks/Bank Drafts Issued 5/30/25 - 6/10/25
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ACCOUNTS PAYABLE:

					Dollar Amount			TOTAL
Bank Drafts:	DFT0001124	through	DFT0001126	6/10/25 Payroll	\$ 267,234.16	\$		267,234.16
Check Numbers:	1771	through	1796	General Fund	\$ 88,710.74	\$		88,710.74
	1797	through	1798	Capital Fund	\$ 198,824.01	\$		198,824.01
	1799	through	1799	General Fund	\$ 243,813.97	\$		243,813.97
	1800	through	1812	Payroll	\$ 492,755.24	\$		492,755.24
	1813	through	1829	General Fund	\$ 42,371.33	\$		42,371.33
TOTAL CHECKS					\$ 1,066,475.29	\$		1,066,475.29

ACCOUNTS PAYABLE TOTAL: **\$ 1,333,709.45**

ACH Payroll Transfer - 6/10/25 Payroll \$ 601,424.13 \$ 601,424.13

GRAND TOTAL: \$ 1,935,133.58

**** ALL CHECKS WERE PRINTED BY PCFDS ****

CHECK APPROVAL:

June 10, 2025
APPROVED BY Perry Oldenburg

PAYROLL:

Dollar Amount

TOTAL

Check Nos:	1800	through	1812	\$	492,755.24	\$	492,755.24
	(Benefit & L&I Monthly Payment)						
	ACH Payroll Transfer Amount:			\$	601,424.13	\$	601,424.13
	Decision Point ACH Payroll Transfer Amount:			\$	121,508.01	\$	121,508.01
	Div of Child Support ACH Payroll Transfer Amount:			\$	439.50	\$	439.50
	Fidelity ACH Payroll Transfer Amount:			\$	8,945.00	\$	8,945.00
	941 ACH Payroll Transfer Amount:			\$	136,341.65	\$	136,341.65

GRAND TOTAL ACCOUNTS PAYABLE & PAYROLL: \$ 1,361,413.53



Pierce County Fire Protection District No.5

Check Report

By Check Number

Date Range: 05/30/2025 - 06/10/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: Payroll-Payroll						
14	Internal Revenue Service - EFTPS	06/10/2025	Bank Draft	0.00	27,464.28	DFT0001121
14	Internal Revenue Service - EFTPS	06/10/2025	Bank Draft	0.00	502.32	DFT0001122
14	Internal Revenue Service - EFTPS	06/10/2025	Bank Draft	0.00	108,375.05	DFT0001123
73	DECISION POINT	06/10/2025	Bank Draft	0.00	121,508.01	DFT0001124
283	DSHS - DIV OF CHILD SUPPORT	06/10/2025	Bank Draft	0.00	439.50	DFT0001125
303	FIDELITY INVESTMENTS	06/10/2025	Bank Draft	0.00	8,945.00	DFT0001126

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	15	6	0.00	267,234.16
EFT's	0	0	0.00	0.00
	15	6	0.00	267,234.16

Check Report

Date Range: 05/30/2025 - 06/10/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: Pooled Cash-Pooled Cash						
208	AMB TOOLS AND EQUIPMENT	05/30/2025	Regular	0.00	10,448.72	1771
2314	BCBS OF ARIZONA	05/30/2025	Regular	0.00	378.40	1772
3120	CENTRAL WELDING SUPPLY	05/30/2025	Regular	0.00	359.81	1773
3005	CINTAS CORP	05/30/2025	Regular	0.00	229.14	1774
3005	CINTAS CORP	05/30/2025	Regular	0.00	1,209.37	1775
2478	COMCAST	05/30/2025	Regular	0.00	10.54	1776
2332	COPELAND, ROBERT	05/30/2025	Regular	0.00	80.00	1777
VEN00045	CSD Attorneys at Law PS	05/30/2025	Regular	0.00	2,556.00	1778
8	CURTIS LN & SONS	05/30/2025	Regular	0.00	1,345.34	1779
542	GALLS LLC	05/30/2025	Regular	0.00	694.01	1780
1851	GIG HARBOR MID-DAY ROTARY	05/30/2025	Regular	0.00	215.00	1781
517	GRAINGER	05/30/2025	Regular	0.00	1,338.18	1782
454	HACKMEISTER, KRYSTAL	05/30/2025	Regular	0.00	267.54	1783
3125	HARBOR AUDIOLOGY	05/30/2025	Regular	0.00	95.00	1784
561	HUMANA INSURANCE CO	05/30/2025	Regular	0.00	110.10	1785
3225	KELLEY CREATE - LEASE PYMTS	05/30/2025	Regular	0.00	1,898.62	1786
2870	KENT D BRUCE CO LLC	05/30/2025	Regular	0.00	2,407.38	1787
520	PERFORMANCE SYSTEMS INTEGRATION LLC	05/30/2025	Regular	0.00	2,118.86	1788
98	PRENTICE PERFECT CLEANING LLC	05/30/2025	Regular	0.00	5,600.00	1789
302	STERICYCLE INC	05/30/2025	Regular	0.00	138.13	1790
600	SYSTEMS DESIGN WEST LLC	05/30/2025	Regular	0.00	8,412.00	1791
VEN00097	Toyota Material Handling Northwest Inc	05/30/2025	Regular	0.00	40,985.03	1792
171	ULINE	05/30/2025	Regular	0.00	3,526.30	1793
3115	UNITED HEALTHCARE	05/30/2025	Regular	0.00	83.80	1794
2973	VERIZON WIRELESS - DALLAS	05/30/2025	Regular	0.00	3,989.09	1795
1474	WASHINGTON WATER SERVICE - 1	05/30/2025	Regular	0.00	214.38	1796
VEN00040	Pease Construction	05/30/2025	Regular	0.00	-442,637.98	1797
VEN00040	Pease Construction	05/30/2025	Regular	0.00	442,637.98	1797
VEN00040	Pease Construction	05/30/2025	Regular	0.00	198,824.01	1798
VEN00040	Pease Construction	05/30/2025	Regular	0.00	243,813.97	1799
3290	BHT BUSINESS SERVICES INDUSTRY	06/10/2025	Regular	0.00	12,718.87	1800
333	COLUMBIA BANK	06/10/2025	Regular	0.00	25,356.26	1801
107	DEPT LABOR & INDUSTRIES	06/10/2025	Regular	0.00	52,589.10	1802
67	EMPLOYMENT SECURITY DEPT - PFMLA	06/10/2025	Regular	0.00	8,610.42	1803
388	GIG HARBOR PENINSULA FF ASSOCIATION	06/10/2025	Regular	0.00	370.00	1804
3037	LOCAL 3390 GHFUHW TRUST	06/10/2025	Regular	0.00	241,189.72	1805
VEN00085	MICHAEL G. MALAIER, TRUSTEE	06/10/2025	Regular	0.00	100.07	1806
3268	THE HARTFORD	06/10/2025	Regular	0.00	7,694.24	1807
315	TRUSTMARK VOLUNTARY BENEFITS	06/10/2025	Regular	0.00	5,696.87	1808
515	WA CARES FUND - LTC	06/10/2025	Regular	0.00	1,911.37	1809
525	WASHINGTON PER SYSTEM EMP	06/10/2025	Regular	0.00	13,758.77	1810
980	WASHINGTON STATE TREASURER	06/10/2025	Regular	0.00	8,212.50	1811
526	WLEO & FFR SYSTEM EMPE	06/10/2025	Regular	0.00	114,547.05	1812
449	A-ADVANCED SEPTIC SERVICES, INC	06/05/2025	Regular	0.00	3,327.34	1813
108	C.W. NIELSEN MFG. CORP.	06/05/2025	Regular	0.00	2,721.43	1814
VEN00116	Care Net of Puget Sound	06/05/2025	Regular	0.00	70.00	1815
3312	CUSTOM PRINTS NW LLC	06/05/2025	Regular	0.00	2,508.05	1816
VEN00108	Embroidery by Cozy Inc	06/05/2025	Regular	0.00	4,892.00	1817
3219	EMS TECHNOLOGY SOLUTIONS	06/05/2025	Regular	0.00	19,133.70	1818
341	ERIC T QUINN PS	06/05/2025	Regular	0.00	500.00	1819
484	FINNESETH, TREVOR	06/05/2025	Regular	0.00	664.00	1820
542	GALLS LLC	06/05/2025	Regular	0.00	303.30	1821
576	INSIGHT PUBLIC SECTOR	06/05/2025	Regular	0.00	2,605.41	1822
528	LIFE ASSIST INC	06/05/2025	Regular	0.00	238.14	1823
529	MACDONALD MILLER FACILITY SOLUTIONS LLC	06/05/2025	Regular	0.00	853.16	1824
520	PERFORMANCE SYSTEMS INTEGRATION LLC	06/05/2025	Regular	0.00	940.48	1825
2982	PREMERA BLUE CROSS	06/05/2025	Regular	0.00	606.00	1826
395	QUEST DIAGNOSTICS	06/05/2025	Regular	0.00	429.25	1827
VEN00115	SteepleChase HOA	06/05/2025	Regular	0.00	847.27	1828

Check Report

Date Range: 05/30/2025 - 06/10/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
654	WASHINGTON AUDIOLOGY SERVICES	06/05/2025	Regular	0.00	1,731.80	1829

Bank Code Pooled Cash Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	113	59	0.00	1,509,113.27
Manual Checks	0	0	0.00	0.00
Voided Checks	0	1	0.00	-442,637.98
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	113	60	0.00	1,066,475.29

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	113	59	0.00	1,509,113.27
Manual Checks	0	0	0.00	0.00
Voided Checks	0	1	0.00	-442,637.98
Bank Drafts	15	6	0.00	267,234.16
EFT's	0	0	0.00	0.00
	128	66	0.00	1,333,709.45

Fund Summary

Fund	Name	Period	Amount
999	Pooled Cash	5/2025	531,348.72
999	Pooled Cash	6/2025	802,360.73
			1,333,709.45

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