



Gig Harbor Fire & Medic One

COMMISSIONERS' MEETING MINUTES

October 14, 2025

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

Present: Commissioners Entze, Fleming, Sutich, Nelson and Urvina (virtually); Fire Chief D. Doan; Deputy Chief's P. Oldenburg, N. Langlow, J. Johnson, Division Chief S. Peterson, Finance Director K. Hackmeister, HR Manager J. Grunder, Technology & Communications Specialist M. Herzog, Executive Assistant L. Medved, Virtual Attendees: H. Struve, M. Dumas, T. Voigt, B. Roberts.

APPROVAL OF THE AGENDA

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

COMMISSIONER ABSENCE

COMMUNICATIONS

Commissioner Fleming received a welcome card from Councilmember Robyn Denson, expressing appreciation for his service and congratulating him on his new role.

MINUTES AND VOUCHERS

Commissioners Sutich and Nelson moved and seconded approval of the September 23, 2025, meeting minutes. With no further discussion, the **MOTION CARRIED** by unanimous roll call vote.

Commissioners Nelson and Entze moved and seconded a motion to approve accounts payable checks #2371 – 2442, 2444 – 2446, 2459 -- 2484 and payroll checks #2361 – 2370 and 2447 – 2458, and ACH payroll transfers, as outlined in the agenda for a total consideration of \$4,868,049.45. With no further discussion, the **MOTION CARRIED** by unanimous roll call vote.

LOCAL 3390 REPORTS

CHIEFS REPORTS

FC Doan reported:

- Attended the King County Fire Chief's Conference with DC's Langlow and Booth last month.
- Completed final interviews for the Health and Safety AA position and made a verbal offer.
- Deputy Chief of Health and Safety interviews for internal candidates to be scheduled in early November.
- Radio study session meeting tomorrow at SS911.
- Scheduled travel to Boise from October 28 – November 2nd; will participate in the next board meeting virtually.

STANDING COMMITTEE REPORTS

FINANCIAL REPORT

- Krystal Hackmeister reviewed the financial reports for August 2025.

CHAIRMAN'S REPORT

2022 CAPITAL BOND PROJECTS UPDATE

DC Johnson reported:

- Station 53, 57, & 50 – Closing out paperwork tomorrow.
- Training Campus
 - Parking Lot: First lift of asphalt scheduled for Monday; final lift to be completed at the end of the project. Ongoing concrete pours around the site.
 - Support Building: Apparatus bay apron is being poured, tile work in locker rooms nearing completion, generator and septic are in and electrical rough-in is complete.
 - Training Tower: CME walls are going up.

OLD BUSINESS

A. November 11th Board Meeting (Veteran's Day)

- It was recommended to reschedule the November 11th meeting to November 18th and cancel the November 25th meeting, which falls during Thanksgiving week. If any items arise, the November 25th meeting can be reinstated. With no further discussion, the **MOTION CARRIED** by unanimous roll call vote.

NEW BUSINESS

A. Retiree Medical Program Application – Bruce Brown

- An application was received after the August 1 deadline. FC Doan recommended denial, citing the missed deadline and did not meet the threshold for an exception. FF B. Brown addressed the Board, stating his intent to retire on July 1 and noting that another employee's withdrawal of retirement would maintain staffing levels.
- Commissioners emphasized the importance of adhering to policy, appreciated the Chief's efforts to uphold the Board's resolution, but ultimately recognized the financial benefit of approving the application. Commissioners Fleming and Sutich moved and seconded approval. With no further discussion, the **MOTION CARRIED** by unanimous roll call vote.

B. 700 Radio System

- Following the end of the SS911 subsidy, 700 MHz user fees rose from \$80K to \$200K, prompting last year's discussion with the Board.
- 700 MHz users deemed the 145% increase unreasonable and agreed to continue paying the prior rate. After meeting with DEM Director Solei, users voted to pay \$42 per radio, decline the current contract, and support efforts to secure additional funding. They noted it is unfair to pay more than 800 MHz users, especially without the option to migrate. The issue will be discussed further at the SS911 radio study session tomorrow.
- Long-term infrastructure alternatives were analyzed, but found costly and limiting, with current radios now outdated and replacements priced around \$14K.
- FC Doan requested Board affirmation, noting that legal review found minimal liability since no agreement has been signed. Commissioners Sutich and Fleming moved and seconded approval. With no further discussion, the **MOTION CARRIED** with all in favor, except Commissioner Nelson, who abstained due to employment with Pierce County.

C. 2026 Budget Timeline

- Budget process is abridged compared to previous years. The timeline was published today, with the preliminary budget and public hearing scheduled for October 28th.
- The November 11th meeting will be rescheduled to November 18th to allow for final budget approval ahead of the November 25th submission deadline to Pierce County.

D. Resolution 2025-03 – Canceled Warrant

- Krystal Hackmeister presented the board with Resolution 2025-03 canceling checks and warrants. Commissioners Nelson and Sutich moved and seconded approval. With no further discussion, the **MOTION CARRIED** by unanimous roll call vote.

E. Station 51 Bid Award

- Six formal bids were received, with Jones and Roberts submitting the lowest bid of \$13,751,000. A protest from Pease Construction was reviewed by Eric Quinn, who deemed it a minor informality and recommended awarding the contract to Jones and Roberts Construction.
- Pease Construction will be notified of the decision via electronic and certified mail and given two days to respond. Absent any response, the contract award will proceed on Friday morning. Commissioners Nelson and Fleming moved and seconded approval. With no further discussion, the **MOTION CARRIED** by unanimous roll call vote.

PUBLIC COMMENT

GOOD OF THE ORDER

SPECIAL INTERESTS/UPCOMING EVENTS

- Fire Commissioner Conference (October 23 – 26) – Commissioners Entze and Urvina are attending
- WFOA Pre-Conference Laws Update Seminar (October 22nd) – District access to Zoom webinar

EXECUTIVE SESSION

At 6:00PM, Chairman Entze announced a 30-minute Executive Session, pursuant to RCW 42.30.140(4)(b) to discuss collective bargaining.

Chairman Entze reconvened the meeting at 6:30PM. No action taken.

ADJOURNMENT

There being no further business to discuss, Chairman Entze adjourned the meeting at 6:30PM.

The next regular meeting will be Tuesday, October 28, at 5:00 p.m.

Chairman/Commissioner

Commissioner

Commissioner

Commissioner

Commissioner

Attest: District Secretary

DRAFT

Checks/Bank Drafts Issued 10/11/25-10/24/25
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ACCOUNTS PAYABLE:

					Dollar Amount		TOTAL
Bank Drafts:	DFT0001433	through	DFT0001447	10/25/25 Payroll	\$ 293,045.98	\$	293,045.98
TOTAL BANK DRAFTS:					\$ 293,045.98	\$	293,045.98
Check Numbers:	2485	through	2543	General	\$ 600,879.00	\$	600,879.00
	2544	through	2553	10/25/25 Payroll	\$ 321,289.22	\$	321,289.22
	2554	through	2581	General	\$ 43,558.20	\$	43,558.20
	2582	through	2583	Capital	\$ 100,528.87	\$	100,528.87
TOTAL CHECKS:					\$ 1,066,255.29	\$	1,066,255.29

ACCOUNTS PAYABLE TOTAL:	\$	1,359,301.27
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ACH Payroll Transfer :	10/25/25 Payroll	\$ 692,012.23	\$	692,012.23
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	GRAND TOTAL:	\$ 2,051,313.50
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** ALL CHECKS WERE PRINTED BY PCFD5 **

CHECK APPROVAL:

October 24, 2025
APPROVED BY Perry Oldenburg

PAYROLL:

Dollar Amount

TOTAL

Check Nos:	2544	through	2553	\$	321,289.22	\$	321,289.22
	(Benefit & L&I Monthly Payment)						
	ACH Payroll Transfer Amount:			\$	692,012.23	\$	692,012.23
	Decision Point ACH Payroll Transfer Amount:			\$	126,495.53	\$	126,495.53
	Div of Child Support ACH Payroll Transfer Amount:			\$	439.50	\$	439.50
	Fidelity ACH Payroll Transfer Amount:			\$	10,482.50	\$	10,482.50
	941 ACH Payroll Transfer Amount:			\$	155,628.45	\$	155,628.45

GRAND TOTAL ACCOUNTS PAYABLE & PAYROLL: \$ 1,306,347.43



Pierce County Fire Protection District No.5

Check Report

By Check Number

Date Range: 10/11/2025 - 10/24/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: Payroll-Payroll						
73	DECISION POINT	10/24/2025	Bank Draft	0.00	3,677.50	DFT0001433
73	DECISION POINT	10/24/2025	Bank Draft	0.00	32,936.86	DFT0001434
73	DECISION POINT	10/24/2025	Bank Draft	0.00	4,419.57	DFT0001435
73	DECISION POINT	10/24/2025	Bank Draft	0.00	38,905.02	DFT0001436
73	DECISION POINT	10/24/2025	Bank Draft	0.00	1,047.82	DFT0001437
73	DECISION POINT	10/24/2025	Bank Draft	0.00	40,016.01	DFT0001438
73	DECISION POINT	10/24/2025	Bank Draft	0.00	5,492.75	DFT0001439
283	DSHS - DIV OF CHILD SUPPORT	10/24/2025	Bank Draft	0.00	439.50	DFT0001440
303	FIDELITY INVESTMENTS	10/24/2025	Bank Draft	0.00	5,270.00	DFT0001441
303	FIDELITY INVESTMENTS	10/24/2025	Bank Draft	0.00	500.00	DFT0001442
303	FIDELITY INVESTMENTS	10/24/2025	Bank Draft	0.00	3,487.50	DFT0001443
303	FIDELITY INVESTMENTS	10/24/2025	Bank Draft	0.00	1,225.00	DFT0001444
14	Internal Revenue Service - EFTPS	10/24/2025	Bank Draft	0.00	30,175.25	DFT0001445
14	Internal Revenue Service - EFTPS	10/24/2025	Bank Draft	0.00	518.68	DFT0001446
14	Internal Revenue Service - EFTPS	10/24/2025	Bank Draft	0.00	124,934.52	DFT0001447

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	15	0.00	293,045.98
EFT's	0	0	0.00	0.00
	15	15	0.00	293,045.98

Check Report

Date Range: 10/11/2025 - 10/24/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: Pooled Cash-Pooled Cash						
VEN00098	Benjamin Constance PLLC	10/17/2025	Regular	0.00	4,200.00	2485
700	BRAUN NORTHWEST INC	10/17/2025	Regular	0.00	273,830.05	2486
VEN00055	Bright horizon Lawn Care	10/17/2025	Regular	0.00	6,161.70	2487
836	CARDINAL HEALTH 112 LLC	10/17/2025	Regular	0.00	294.16	2488
2059	CBS REPORTING INC	10/17/2025	Regular	0.00	1,100.97	2489
3120	CENTRAL WELDING SUPPLY	10/17/2025	Regular	0.00	307.07	2490
1239	CENTURYLINK	10/17/2025	Regular	0.00	878.26	2491
3005	CINTAS CORP	10/17/2025	Regular	0.00	744.97	2492
3005	CINTAS CORP	10/17/2025	Regular	0.00	1,086.06	2493
37	CLAIBORNE, LARRY	10/17/2025	Regular	0.00	272.70	2494
2478	COMCAST	10/17/2025	Regular	0.00	109.44	2495
2332	COPELAND, ROBERT	10/17/2025	Regular	0.00	185.00	2496
8	CURTIS LN & SONS	10/17/2025	Regular	0.00	1,686.92	2497
3312	CUSTOM PRINTS NW LLC	10/17/2025	Regular	0.00	11,256.40	2498
VEN00033	Danard Electric Inc	10/17/2025	Regular	0.00	6,788.68	2499
261	DOBBS PETERBILT - TACOMA 1	10/17/2025	Regular	0.00	1,494.24	2500
	Void	10/17/2025	Regular	0.00	0.00	2501
233	EMS CONNECT	10/17/2025	Regular	0.00	907.71	2502
341	ERIC T QUINN PS	10/17/2025	Regular	0.00	500.00	2503
44	FIDELITY SOLUTIONS	10/17/2025	Regular	0.00	2,113.36	2504
2962	FOURNIER INS SOLUTIONS	10/17/2025	Regular	0.00	107,178.38	2505
542	GALLS LLC	10/17/2025	Regular	0.00	2,950.89	2506
376	GOODMAN, CHRIS	10/17/2025	Regular	0.00	185.00	2507
517	GRAINGER	10/17/2025	Regular	0.00	121.32	2508
3125	HARBOR AUDIOLOGY	10/17/2025	Regular	0.00	380.00	2509
2283	HUGHES FIRE EQUIPMENT INC	10/17/2025	Regular	0.00	554.34	2510
248	INTERSTATE BATTERIES OF OLYMPIA	10/17/2025	Regular	0.00	359.92	2511
299	INTTERRA INC	10/17/2025	Regular	0.00	34,020.00	2512
3225	KELLEY CREATE - LEASE PYMTS	10/17/2025	Regular	0.00	2,032.11	2513
583	LADDERMEN LLC	10/17/2025	Regular	0.00	11,346.83	2514
212	LAWSON PRODUCTS	10/17/2025	Regular	0.00	750.19	2515
1269	LES SCHWAB TIRE CENTER	10/17/2025	Regular	0.00	97.07	2516
587	LEVEL 3 COMMUNICATIONS LLC	10/17/2025	Regular	0.00	4,324.18	2517
528	LIFE ASSIST INC	10/17/2025	Regular	0.00	5,048.25	2518
	Void	10/17/2025	Regular	0.00	0.00	2519
529	MACDONALD MILLER FACILITY SOLUTIONS LLC	10/17/2025	Regular	0.00	1,362.41	2520
534	PCRCO LLC	10/17/2025	Regular	0.00	84.33	2521
19	PENINSULA LIGHT CO - ELECTRIC	10/17/2025	Regular	0.00	1,846.22	2522
70	PIERCE COUNTY BUDGET & FINANCE	10/17/2025	Regular	0.00	38,977.27	2523
70	PIERCE COUNTY BUDGET & FINANCE	10/17/2025	Regular	0.00	11,986.49	2524
334	PIROLO, DANA	10/17/2025	Regular	0.00	196.00	2525
420	POMPS TIRE SERVICE INC	10/17/2025	Regular	0.00	2,415.89	2526
2480	PUBLIC SAFETY TESTING	10/17/2025	Regular	0.00	1,191.00	2527
395	QUEST DIAGNOSTICS	10/17/2025	Regular	0.00	4,310.64	2528
3108	RAINIER LIGHTING & ELECTRICAL	10/17/2025	Regular	0.00	23.93	2529
1624	RICE FERGUS MILLER	10/17/2025	Regular	0.00	2,731.60	2530
80	SPRAGUE PEST SOLUTIONS	10/17/2025	Regular	0.00	540.05	2531
278	STATE AUDITORS OFFICE	10/17/2025	Regular	0.00	347.75	2532
302	STERICYCLE INC	10/17/2025	Regular	0.00	148.95	2533
1957	TITUS WILL FORD	10/17/2025	Regular	0.00	3,588.45	2534
2929	TK ELEVATOR CORPORATION	10/17/2025	Regular	0.00	4,219.63	2535
43	TRA-MINW PS	10/17/2025	Regular	0.00	130.00	2536
1945	UNIFIED OFFICE SERVICES	10/17/2025	Regular	0.00	101.79	2537
203	US BANK	10/17/2025	Regular	0.00	36,289.51	2538
532	US BANK - INSTANT CARD	10/17/2025	Regular	0.00	799.94	2539
VEN00164	Washington State Dept of Fish & Wildlife	10/17/2025	Regular	0.00	3,311.36	2540
1474	WASHINGTON WATER SERVICE - 1	10/17/2025	Regular	0.00	622.97	2541
1820	WESTBAY AUTO PARTS	10/17/2025	Regular	0.00	104.96	2542
3213	ZOLL MEDICAL CORPORATION	10/17/2025	Regular	0.00	2,281.69	2543
1925	AFLAC	10/21/2025	Regular	0.00	1,829.62	2544

Check Report

Date Range: 10/11/2025 - 10/24/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
107	DEPT LABOR & INDUSTRIES	10/21/2025	Regular	0.00	55,551.00	2545
67	EMPLOYMENT SECURITY DEPT - PFMLA	10/21/2025	Regular	0.00	7,653.06	2546
3176	Gig Harbor Firefighters Union Health & Welfare	10/21/2025	Regular	0.00	110,669.45	2547
388	GIG HARBOR PENINSULA FF ASSOCIATION	10/21/2025	Regular	0.00	370.00	2548
2307	VISION SERVICE PLAN - AT	10/21/2025	Regular	0.00	115.46	2549
515	WA CARES FUND - LTC	10/21/2025	Regular	0.00	1,882.17	2550
526	WA State Treasurer Dept of Retirement System	10/21/2025	Regular	0.00	124,683.31	2551
525	WASHINGTON PER SYSTEM EMP	10/21/2025	Regular	0.00	10,322.65	2552
980	WASHINGTON STATE TREASURER	10/21/2025	Regular	0.00	8,212.50	2553
436	ACTION BUSINESS FURNITURE INC	10/24/2025	Regular	0.00	8,748.44	2554
425	BLUECOSMO	10/24/2025	Regular	0.00	382.52	2555
1303	BOOTH, SCOTT	10/24/2025	Regular	0.00	136.00	2556
VEN00156	Carolyn J. Martin	10/24/2025	Regular	0.00	400.20	2557
3120	CENTRAL WELDING SUPPLY	10/24/2025	Regular	0.00	491.89	2558
3005	CINTAS CORP	10/24/2025	Regular	0.00	987.43	2559
3005	CINTAS CORP	10/24/2025	Regular	0.00	252.55	2560
2478	COMCAST	10/24/2025	Regular	0.00	3,323.36	2561
3054	EDMONSON, ABRAHAM	10/24/2025	Regular	0.00	261.00	2562
3219	EMS TECHNOLOGY SOLUTIONS	10/24/2025	Regular	0.00	1,399.68	2563
44	FIDELITY SOLUTIONS	10/24/2025	Regular	0.00	2,460.62	2564
VEN00112	Foxpass Inc	10/24/2025	Regular	0.00	490.00	2565
3125	HARBOR AUDIOLOGY	10/24/2025	Regular	0.00	190.00	2566
485	JAGODINSKI, CODY	10/24/2025	Regular	0.00	484.16	2567
2599	LAWRENCE, NATHAN	10/24/2025	Regular	0.00	2,816.00	2568
297	LEGACY TELECOMMUNICATIONS	10/24/2025	Regular	0.00	794.54	2569
528	LIFE ASSIST INC	10/24/2025	Regular	0.00	11.03	2570
518	MULLIGAN, PHOEBE	10/24/2025	Regular	0.00	300.00	2571
5816	Pearson, Evan B	10/24/2025	Regular	0.00	75.00	2572
70	PIERCE COUNTY BUDGET & FINANCE	10/24/2025	Regular	0.00	80.00	2573
334	PIROLO, DANA	10/24/2025	Regular	0.00	75.00	2574
1087	PUGET SOUND ENERGY	10/24/2025	Regular	0.00	292.74	2575
80	SPRAGUE PEST SOLUTIONS	10/24/2025	Regular	0.00	216.02	2576
VEN00028	Stryker Medical	10/24/2025	Regular	0.00	10,502.13	2577
129	TELEFLEX LLC	10/24/2025	Regular	0.00	4,655.00	2578
2973	VERIZON WIRELESS - DALLAS	10/24/2025	Regular	0.00	2,664.10	2579
1474	WASHINGTON WATER SERVICE - 1	10/24/2025	Regular	0.00	549.79	2580
396	WISCONSIN STATE LABORATORY OF HYGIENE	10/24/2025	Regular	0.00	519.00	2581
602	MATERIALS TESTING & CONSULTING INC	10/24/2025	Regular	0.00	4,787.50	2582
1624	RICE FERGUS MILLER	10/24/2025	Regular	0.00	95,741.37	2583

Bank Code Pooled Cash Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	205	97	0.00	1,066,255.29
Manual Checks	0	0	0.00	0.00
Voided Checks	0	2	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	205	99	0.00	1,066,255.29

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	205	97	0.00	1,066,255.29
Manual Checks	0	0	0.00	0.00
Voided Checks	0	2	0.00	0.00
Bank Drafts	15	15	0.00	293,045.98
EFT's	0	0	0.00	0.00
	220	114	0.00	1,359,301.27

Fund Summary

Fund	Name	Period	Amount
999	Pooled Cash	10/2025	1,359,301.27
			1,359,301.27

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