



Agenda for the Board of Fire Commissioners

Regular Meeting

Conducted remotely via Zoom and with in-person attendance at Station 31

(1231 Franz ST SE, Lacey, WA 98516)

<https://zoom.us/j/743870521>

Meeting ID: 743 870 521

September 21st, 2023

5:30 pm

- I. CALL TO ORDER / FLAG SALUTE**
- II. APPROVAL OF THE AGENDA**
 - a. Additions / Deletions
- III. HEARING OF THE PUBLIC / MEMBERS PRESENT**
- IV. APPROVAL OF THE CONSENT AGENDA**
 - A. Draft Minutes of the September 7th, 2023, Board of Fire Commissioners Meeting.
 - B. Warrants (AP 9B 2023): PENDING
 - General Fund 001 (Acct #6630): EFTs numbered 5254 through 5256; Checks numbered 23680 through 23687; and Draft number 1197 for a total amount of \$92,071.03.
 - Equipment Repair and Replacement Fund 103: Check number 23688 for a total amount of \$127.33.
 - Capital Projects Fund 301: EFT number 5257 for a total amount of \$32,102.17.
 - 2017B Capital Improvement Project Fund (2019A): EFTs number 5258 through 5260 for a total amount of \$00,000.00.
 - C. Payroll 9A in the amount of \$1,555,708.89
 - D. Payroll 9B in the amount of \$564,489.58
- V. COMMITTEE REPORTS**
 - A. Thurston County Medic One Commissioner Kirkbride

- | | |
|---|----------------------|
| B. Thurston 9-1-1 Communications (TCOMM) | Commissioner Roberts |
| C. City / District Liaison | Commissioner Roberts |
| D. Thurston County Fire Commissioners Association | Commissioner Kelling |
| E. Thurston Regional Planning Council | Commissioner Hetzler |
| F. Community Outreach | Staff |
| G. Capital Facilities and Equipment Activities | Staff |

VI. OLD BUSINESS

VII. NEW BUSINESS

- a. Surplus of vehicle chassis for Aid Unit 34. 2008 Ford E-450, VIN 1FDXE45P98DA35164. Staff report and Board action.

VIII. ADMINISTRATIVE REPORT

IX. COMMISSIONER COMMENTS

X. OTHER INFORMATION

- A. Correspondence

XI. HEARING OF THE PUBLIC / MEMBERS PRESENT

XII. ADJOURNMENT

THERE WILL BE NO WORKSHOP CONDUCTED THIS EVENING.
Next Regular Meeting: October 5th, 2023 – 5:30 pm

THURSTON COUNTY FIRE DISTRICT THREE

BOARD OF FIRE COMMISSIONERS

MINUTES OF THE MEETING

September 7th, 2023

Commissioner Kirkbride
Commissioner Gamble
Commissioner Hetzler
Commissioner Kelling
Commissioner Roberts

The meeting was held in person with limited attendance and is open to the public via the Zoom meeting platform. The meeting is being recorded.

I. CALL TO ORDER

Chair Roberts called the meeting to order at 5:30 PM, followed with a salute to our Nation's Flag.

II. APPROVAL OF THE AGENDA

MOTION: To approve the agenda as published.

Motion: Commissioner Gamble
Second: Commissioner Kirkbride
Carried: Unanimous

III. HEARING OF THE PUBLIC /MEMBERS PRESENT

Chief Brooks reported that three members were present in person. Danielle Westbrook joined via Zoom. She is the consultant who worked with the committee People For Public Safety. The members present at this meeting are members of the For committee for the levy that recently passed.

Danielle commented that this was one of the easiest campaigns to be involved with in 21 years. Great appreciation for the responsiveness of the union, Alex, Jim, and company. It was a pleasure. Appreciation for the positive attitudes and great feedback.

Chief Brooks reported that Chief Paul Webb from Lakewood Fire Department wrote a book last year. His father Dick Webb was one of the founding members of the Lacey Fire District in the 1940s. On September 13th, he will be making a presentation at Lacey City Hall about the history of the Lacey Fire District.

Commissioner Kirkbride shared his thanks to everyone present for their hard work.

IV. APPROVAL OF THE CONSENT AGENDA

- A. Draft minutes of the August 17th, 2023, meeting of the Board of Fire Commissioners.
- B. Warrants:
 - General Fund 001 (Acct #6630): EFTs numbered 5244 through 5253; checks numbered 23653 through 23679 for a total amount of \$638,388.87.
 - Equipment, Repair and Replacement Fund 103: EFT number 5249 and check number 23666 for a total amount of \$5,484.19.
 - 2017B Capital Projects Fund (2019A): EFT number 5250 for a total amount of \$14,117.58.
- C. Payroll 8B in the amount of \$563,086.08.

MOTION: To approve the consent agenda as published.

Motion: Commissioner Kirkbride
Second: Commissioner Hetzler
Carried: Unanimous

V. COMMITTEE REPORTS

A. Thurston County Medic One

No report – the next meeting is September 20th.

Commissioner Kirkbride provided an update from the planning committee:

- They met on September 7th along with the emergency department of Capital Medical Center. They will meet with them again on September 20th. They will meet with Providence St. Peter on October 5th. The goal is to understand the long range plans and work together with the hospitals in moving forward with planning.
- Informed citizenry is necessary in order to move forward with planning.

B. Thurston 9-1-1 Communications (TCOMM)

No report – the next meeting is October 4th.

C. City/District Liaison

No report – the next meeting is October 17th.

D. Thurston County Fire Commissioners Association

No report – the next meeting is September 19th.

One of the topics that will be discussed is EMTs' ability to distribute Narcan. The October meeting will be at the County Emergency Operations Center.

E. Thurston Regional Planning Council -

There was no August meeting. The all-day retreat will be on September 8th.

F. Community Outreach

Chief Brooks shared:

- The outreach coordinator Christ DeBell is working actively with the school systems for Prevention Month in October, which is always the busiest month. Currently, actively attending all football games at North Thurston. Crews have been volunteering to sign up for those.
- The annual Foofaraw event, which is military appreciation hosted by the Port of Olympia, is September 8th at 8:00. Chief Brooks will endeavor to be there as a presence at the event.

G. Capital Facilities and Equipment Activities

Chief Cerovski shared:

- At the VRF, the metal building has arrived and construction is underway. Photos were shared of the progress made thus far. The siding on the structure should be in place in the next few weeks.

Chief Brooks shared:

- There are issues with fleet management because of the scarcity of vehicles, particularly vehicle chassis to build things like aid units. Decisions need to be made in short order because of the possibility of losing an entire year with regard to ordering things if not in on this current chassis cycle. Dale has been working to get the budget projections available in order to know what can be afforded for next year and get in on the cycle for additional aid units.
- Commissioner Kirkbride asked about Aid 31. Chief Brooks responded that it is one that had a new chassis in 2009. It was built as the bariatric unit for limited use. Now looking into staffing that vehicle full time, meaning that a new vehicle is needed, as this is a 26-year-old box on a 13-year-old chassis.

VI. OLD BUSINESS

A. None.

VII. NEW BUSINESS

A. Policy P-520.2 Drug and Alcohol Misuse Prevention and Testing Program: Staff Report and Proposed Adoption.

These policies were reviewed by legal and labor management. There were a couple of moderately substantive items that were proposed to change. One question that was posed was in the section discussing cumulative requirements to regain employment and what that is intended to represent; whether it means all conditions would need to be met to continue employment, and if there were secondary or subsequent events, what the process would be. Retained employment would not be guaranteed. This was the concern of legal counsel: better defining what happens

on the second or subsequent occurrence so that there is due process. It is important to be sure there will be no charge of failing to have due process.

Commissioner Roberts asked for a motion for the adoption of these policies.

MOTION: To adopt police P-520.2 Drug and Alcohol Misuse Prevention and Testing Program dated September 2023.

Motion: Commissioner Kelling

Second: Commissioner Kirkbride

Carried: Unanimous

B. Policy P-521.2 DUI and Physical Control Arrests: Staff Report and Proposed Adoption.

This policy is specific to reportable arrests or things that would implicate a member. These would initiate in the legal realm and then come to the agency for evaluation. When things occur out of state, there can be less interstate cooperation than would be anticipated or hoped. Some of the modifications to this policy were intended to address those factors.

MOTION: To adopt Policy P-521.2 DUI and Physical Control Arrests.

Motion: Commissioner Kirkbride

Second: Commissioner Gamble

Carried: Unanimous

VIII. ADMINISTRATIVE REPORT

Chief Brooks reported:

- The annual awards by the American Legion for the firefights of the year is an annual requested that is solicited from LFD3 along with EMS and law enforcement. LFD3, Olympica Ambulance, and Lacey PD submit candidates to the local chapter of the American Legion. After surveying staff and crews, there were two candidates put forward based on the totality of their work: Firefighter Morgan Lowe and Lieutenant Jake Hunter. These two were the ones who came forward almost three years ago during the pandemic to build the Recruit Academy and have recruited over 60 instructors who help them. Between the three academies that have been hosted, there have been over 50 new firefighters, EMTs, and paramedics in the county. This is in addition to all the great work they do as responders on the road day in and day out. These two will be recognized at September 8th at a ceremony at the American Legion.
- September 8th will also be the next round of the officer development series. Several things have been done around monitoring performance, documenting performance, performance improvement plans, etc. Now moving forward to bringing in an outside subject matter expert, Erin Jones. She is a well known author and does great work regarding diversity, equity, and inclusion. She will spend four or five hours with all officers, directors, and administrative

staff on September 8th and September 18th. Over 40 people will sit through the sessions.

- There was a great idea brought forward about removing additional barriers for entry-level firefighters, such as requiring an EMT certification or going through other training and certification classes. When the recruit academy was brought in house, the firefighter certification requirements were dropped. One barrier was thus removed. Another big barrier was having to already be certified as an EMT, as it can be challenging to obtain that. Both Tumwater and Olympia have been hiring candidates without EMT certification for several years. Chief Flowers and others from the EMS division have stepped up to remove this barrier internally. Working with Medic One to implement a six-week EMT class at the beginning of the recruit academy. This change expanded the applicant pool to almost 400. Only half of that number applied. Now working on screening down from 200 to hire for 12 positions next year. Applications were reviewed earlier in the week. Next week, there will be four panels with two each of the membership who will be interviewing up to 130 invited applicants.
- There are two promotional processes running in tandem right now. There are letters of interest out for the captains positions that have expanded in the training division. Will be taking letters of interest very soon for the assistant chief in the training division.
- There are also interviews for a logistics technician position.
- Dale has announced his intention to retire early next year. Thanks to Dale for all of the great work he has done.
- A topic of conversation has been making Narcan available for EMTs to use county-wide. This change is anticipated to be coming soon. Medic One has had the stance that EMTs should not be using Narcan. Looking for acknowledgement from Medic One as to whether they will continue that stance, and if so, to communicate the reasoning to the public. Statistics around the exclusive use of Narcan are not positive for the long term survivability of those involved, and so the focus has been the more critical life saving skills of adequate ventilation. This seems to show better long term viability for survival. This was the premise behind the development of the current policy, but with Narcan becoming more publicly available, this stance is likely to be changing going forward. The police department is already using Narcan routinely when required.
- Chief Brooks presented the August financial report. Revenue exceeds expense, now at approximately 67% of the year.
- Chief Brooks also shared a PowerPoint presentation titled Lacey Fire District 3 Assessed Valuation. This is for planned vs actual for 2024. With various changes in assessed valuation, it appears that there may be a projected loss of \$2.1 million in planned revenue. The hope is that this will turn around go in the other direction. Because of the passing of the levy lid restoration, many projects and commitments will still be able to go through.

IX. COMMISSIONER COMMENTS

Commissioner Kirkbride – no comments.

Commissioner Gamble – thanks to the HR team for all their hard work with the large pool of candidates. Thanks to Danielle and the union members for all their hard work to get the levy passed.

Commissioner Hetzler – asked about the plan to show the promotional video that was completed for sharing via a QR code to potential candidates. Chief Brooks clarified that this has been completed and will work on making that available for the commissioners. Chief Schmidt commented that it would be good to have a presentation for the commissioners to share the video and more about what the ambassadors group has done. Commissioner Hetzler also wanted to share her thanks to Judy Wilson, who also volunteered her time but was not at the meeting today.

Commissioner Kelling – great to see the pictures on Facebook about the girls camp. It's a great example of how the district is integrated in the community.

Commissioner Roberts – the girls camp was wonderful. Huge thanks to Kristen. The new facility is beginning to look like an actual new facility.

Chief Brooks shared that there will be a September 11th event with a gathering at the flagpole at 6:45.

X. CORRESPONDENCE

None.

XI. HEARING OF THE PUBLIC / MEMBERS PRESENT

None.

XII. ADJOURNMENT

The meeting adjourned as of 6:27 PM.

***Next Regular Meeting: September 21st, 2023 – 5:30 p.m.
Available via remote meeting.***

Chair

Vice Chair

Commissioner

Commissioner

Commissioner

ATTEST: District Secretary

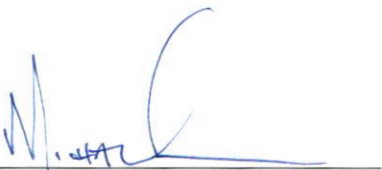
All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	15	9	0.00	36,705.63
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	1	1	0.00	1,347.00
EFT's	25	7	0.00	729,781.65
	41	17	0.00	767,834.28

Fund Summary

Fund	Name	Period	Amount
001	General Fund	9/2023	92,071.03
103	Equipment Repair and Replacement Fund	9/2023	127.33
301	Capital Projects Fund	9/2023	32,102.17
307	2017B Capital Improvement Project (2019A)	9/2023	643,533.75
			767,834.28

Authorization Signatures


 Signature _____
 Finance Director
 Deputy Chief

9/18/2023
 Date

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 claims.


 Fire Chief

Chairman of the Board

Commissioner

Commissioner

Commissioner

Commissioner

Approval Date



Lacey Fire District 3, WA

My Check Report

By Check Number

Date Range: 09/21/2023 - 09/22/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: 001-GENERAL FUND						
589	FOSTER GARVEY PC	09/22/2023	EFT	0.00	1,200.00	5254
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
2864280	Invoice	09/21/2023	Legal Service - Personnel Matters	0.00	1,200.00	
	001-12-000-54102		Legal Services		1,200.00	
1639	RED STAR CLUSTER, LLC	09/22/2023	EFT	0.00	1,260.00	5255
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
LFDAug2023	Invoice	09/21/2023	August 2023 - Mental Health Services	0.00	1,260.00	
	001-15-000-54107		Mental Health Services		1,260.00	
1376	US BANK	09/22/2023	EFT	0.00	51,685.73	5256
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
9/6/2023 Bellows	Invoice	09/21/2023	Bellows PCard Expense 9/6/2023 - 001 Fu	0.00	2,116.94	
	001-17-000-53101		Supplies		189.88	
	001-17-000-53101		Supplies		-189.88	
	001-17-000-54105		IT Licensing and Services		0.99	
	001-17-000-54105		IT Licensing and Services		0.99	
	001-17-000-54105		IT Licensing and Services		9.95	
	001-17-000-54201		Telecom		2,105.01	
9/6/2023 Berma	Invoice	09/21/2023	Berman PCard Expense 9/6/2023	0.00	1,090.48	
	001-16-000-53201		Fuel - Fleet		59.31	
	001-16-000-53201		Fuel - Fleet		56.00	
	001-16-000-53201		Fuel - Fleet		36.61	
	001-21-000-54303		Travel Lodging		138.56	
	001-41-000-54901		Registrations		800.00	
9/6/2023 Brooks	Invoice	09/21/2023	Brooks PCard Expense 9/6/2023	0.00	4,283.11	
	001-11-000-54301		Travel/Transportation/Mil		161.35	
	001-11-000-54301		Travel/Transportation/Mil		197.96	
	001-11-000-54301		Travel/Transportation/Mil		20.00	
	001-11-000-54301		Travel/Transportation/Mil		252.10	
	001-11-000-54301		Travel/Transportation/Mil		52.90	
	001-11-000-54301		Travel/Transportation/Mil		20.00	
	001-11-000-54303		Travel Lodging		1,149.60	
	001-12-000-54108		Medical Services		130.00	
	001-12-000-54303		Travel Lodging		1,149.60	
	001-15-000-54303		Travel Lodging		1,149.60	
9/6/2023 DeBell	Invoice	09/21/2023	DeBell PCard Expense 9/6/2023	0.00	2,229.11	
	001-16-000-53112		PPE (Bunker Gear)		7.65	
	001-17-000-54105		IT Licensing and Services		420.83	
	001-21-000-53104		Public Ed Supplies and M		29.78	
	001-21-000-53104		Public Ed Supplies and M		716.57	
	001-21-000-53104		Public Ed Supplies and M		15.31	
	001-21-000-53104		Public Ed Supplies and M		1,038.97	
9/6/2023 Fejeran	Invoice	09/21/2023	Fejeran PCard Expense 9/6/2023	0.00	9,216.28	
	001-16-000-53111		Uniforms		49.28	
	001-16-000-53111		Uniforms		546.44	
	001-16-000-53111		Uniforms		17.06	
	001-16-000-53111		Uniforms		-977.70	
	001-16-000-53111		Uniforms		143.28	

My Check Report

Date Range: 09/21/2023 - 09/22/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
001-16-000-53111	Uniforms		Curtis - LT Hunter LS Tee		29.02	
001-16-000-53111	Uniforms		Curtis - Softshell Coat ISU Onbo		89.78	
001-16-000-53111	Uniforms		Curtis - Benson SS Tees		123.19	
001-16-000-53111	Uniforms		Curtis - ISU SS Tees Size M		73.91	
001-16-000-53111	Uniforms		Curtis - Gore Tactical Fleece & L		147.28	
001-16-000-53111	Uniforms		Curtis - T Hll 2LS Tees & 4 S Tees		165.35	
001-16-000-53111	Uniforms		Custom Thread - Chief Brooks &		43.80	
001-16-000-53111	Uniforms		Curtis - SS Tees Size M Stock		137.26	
001-16-000-53111	Uniforms		Won Alterations - Patches Sewn		26.28	
001-16-000-53111	Uniforms		Curtis - Crabtree Field Cap		20.26	
001-16-000-53111	Uniforms		Curtis - MPerry 2Shorts & Nome		195.10	
001-16-000-53111	Uniforms		Curtis - Conklin 4SS Tees & Cap		127.57	
001-16-000-53111	Uniforms		Curtis - Van Guse 1/4 Zip Job Shi		76.65	
001-16-000-53111	Uniforms		Whistle Workwear- Boots & Pan		180.65	
001-16-000-53111	Uniforms		Curtis - Fire Chief Non-Embellish		57.94	
001-16-000-53111	Uniforms		Curtis - Strawn 3SS Tees/2 Nom		407.75	
001-16-000-53111	Uniforms		Curtis - LT Peterson Tactical Flee		171.24	
001-16-000-53111	Uniforms		Curtis - Fire Chief LS Class C Shir		64.55	
001-16-000-53111	Uniforms		Curtis - DC Ceroyskif SS Class B S		144.43	
001-16-000-53111	Uniforms		Custom Thread - DC Ceroyski E		16.43	
001-16-000-53111	Uniforms		Curtis - LT Greene Redback Boot		212.88	
001-16-000-53111	Uniforms		Curtis - Stutsman Nomex Pant		154.99	
001-16-000-53111	Uniforms		Curtis - SS Tee ISU Onboard Pkg		24.64	
001-16-000-53111	Uniforms		Custom Thread - Chief Brooks E		65.70	
001-16-000-53112	PPE (Bunker Gear)		Curtis - Helmet Front PM Promo		256.19	
001-16-000-53112	PPE (Bunker Gear)		SeaWestern - Bunker Pants (Stut		1,551.59	
001-16-000-54111	Garment Repair/Laundry		Curtis/ECMS - Bunker Gear Mai		3,034.85	
001-16-000-54803	Apparatus Repair and Ma		Extreme Auto - (8) Annual Vehic		1,838.64	
9/6/2023 Flowers	Invoice	09/21/2023	Flowers PCard Expense 9/6/2023	0.00	250.00	
001-12-000-54108	Medical Services		Multicare- Member Lab Work		250.00	
9/6/2023 Frost P	Invoice	09/21/2023	Frost PCard Expense 9/6/2023	0.00	1,017.98	
001-16-000-53101	Supplies		Mystery Ranch- SORT Packs		283.05	
001-16-000-53101	Supplies		Larsen Sign Co.- Decals		434.90	
001-16-000-53101	Supplies		Guidefitter- SORT Packs		283.94	
001-16-000-53101	Supplies		Amazon- Decal Squeegee		16.09	
9/6/2023 Graha	Invoice	09/21/2023	Graham PCard Expense 9/6/2023	0.00	2,443.25	
001-21-000-53101	Supplies		Amazon-Certificate Paper		42.12	
001-21-000-53101	Supplies		Amazon-Cardstock and Certifica		126.15	
001-41-000-53105	Training Supplies		Amazon- FESHE Textbooks for B		88.41	
001-41-000-53105	Training Supplies		Amazon- FESHE Textbooks for B		489.03	
001-41-000-53105	Training Supplies		Fire Protection IFSTA Textbooks		538.74	
001-41-000-54101	Professional Services		Cascade Training-EMS PALS Card		43.80	
001-41-000-54901	Registrations		Fire Nuggets PNW Fire Conferen		650.00	
001-41-000-54901	Registrations		Fowler Fire - Fire Officer 1 Kyle B		465.00	
9/6/2023 Harn P	Invoice	09/21/2023	Harn PCard Expense 9/6/2023	0.00	10.00	
001-41-000-54901	Registrations		Teex- SORT Training (Landwehrl		10.00	
9/6/2023 Hough	Invoice	09/21/2023	Hough PCard Expense 9/6/2023	0.00	30.00	
001-13-000-54902	Licenses, Dues and Fees		Lacey Chamber Fee		30.00	
9/6/2023 Hulse P	Invoice	09/21/2023	Hulse PCard Expense 9/6/2023	0.00	118.90	
001-16-000-53201	Fuel - Fleet		Fast Fuel- Non Ethenol Gas for S		118.90	
9/6/2023 Klaasse	Invoice	09/21/2023	Klaassen PCard Expense 9/6/2023 - 001 F	0.00	8,980.75	
001-16-000-53101	Supplies		J&I Power Equipment - Chain Sa		10.90	
001-16-000-53101	Supplies		Guidefitter - SORT Backpack		283.94	
001-16-000-53101	Supplies		Waxie - Janitorial Supplies		571.04	
001-16-000-53101	Supplies		Genuine Replacement Parts - S3		196.73	
001-16-000-53101	Supplies		Home Depot - GFCI Outlet for St		44.52	
001-16-000-53101	Supplies		Genuine Replacement Parts - S3		68.85	
001-16-000-53101	Supplies		ZEP - Cleaning Product		124.72	

My Check Report

Date Range: 09/21/2023 - 09/22/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
001-16-000-53101	Supplies		Zep - Cleaning Products		643.07	
001-16-000-53101	Supplies		Genuine Replacement Parts-S31		85.28	
001-16-000-53101	Supplies		Amazon - Keyboard Tray		84.09	
001-16-000-53101	Supplies		Uline - S33 EMS Supply Room Dr		59.01	
001-16-000-53101	Supplies		Amazon - S33 EMS Supply Room		44.77	
001-16-000-53101	Supplies		Zep - Cleaning Products		314.40	
001-16-000-53101	Supplies		Zep - Cleaning Products		135.95	
001-16-000-53101	Supplies		Home Depot - S31 Shower Head		27.35	
001-16-000-53101	Supplies		Quad Lock - Phone Mounts		275.91	
001-16-000-53101	Supplies		Amazon - S32 J Pole Mounts		52.60	
001-16-000-53101	Supplies		Zep - Cleaning Products		370.91	
001-16-000-53101	Supplies		Home Depot - Brooms / Vinegar		74.91	
001-16-000-53101	Supplies		Amazon - File Hangers		42.69	
001-16-000-53101	Supplies		Guidefitter - SORT Backpack		283.94	
001-16-000-53101	Supplies		Uline - Training Storage Boxes		168.38	
001-16-000-53101	Supplies		Grainger - VRF Eye Pro Cabinet		39.66	
001-16-000-53101	Supplies		Tacoma Screw - Screws / Magne		25.23	
001-16-000-53101	Supplies		Home Depot - Training Blades/		103.35	
001-16-000-53109	Apparatus Parts and Supp		Fast Fuel 2 - Fuel for Hurst Tools		31.42	
001-16-000-53109	Apparatus Parts and Supp		Curtis - Class B Foam		541.53	
001-16-000-53109	Apparatus Parts and Supp		Home Depot - Tarps/Drop Cloth		336.92	
001-16-000-53109	Apparatus Parts and Supp		Amazon - TK31 Milwaukee Batte		453.14	
001-16-000-53109	Apparatus Parts and Supp		Amazon - TK31 Collapsible Traffi		49.91	
001-16-000-53109	Apparatus Parts and Supp		J&I Power Equipment - Chainsa		245.19	
001-16-000-53112	PPE (Bunker Gear)		J&I Power Equipment- Chain Sa		558.38	
001-16-000-53501	Minor Equipment >\$500<		Mystery Ranch - SORT Backpack		1,215.49	
001-16-000-54802	Equipment Repair and M		Curtis - Fill Stations Air Samples		920.90	
001-16-000-54802	Equipment Repair and M		Amerisafe - Oxygen Bottle Hydr		164.25	
001-16-000-54802	Equipment Repair and M		Curtis - TEC Fill Station Repair		331.42	
9/6/2023 Parsons	Invoice	09/21/2023	Parsons PCard Expense 9/6/2023	0.00	1,781.44	
001-17-000-53101	Supplies		FS - SFP Adapter for TCOMM M		19.71	
001-17-000-54105	IT Licensing and Services		Google GSuite		520.35	
001-17-000-54105	IT Licensing and Services		Amazon Web Services - July 202		440.76	
001-17-000-54105	IT Licensing and Services		Wordfence Renewal		130.31	
001-17-000-54105	IT Licensing and Services		Godaddy - SSL Renewal - mail.la		249.99	
001-17-000-54105	IT Licensing and Services		AWS Monthly Subscription - Au		420.32	
9/6/2023 Peer PC	Invoice	09/21/2023	Peer PCard Expense 9/6/2023	0.00	1,389.51	
001-11-000-54101	Professional Services		Q Transcription - BoFC Minutes		243.00	
001-12-000-53101	Supplies		Amazon - 15 COVID Test Kits (FI		262.65	
001-12-000-53101	Supplies		Amazon - 15 COVID Test Kits (FI		262.65	
001-12-000-53101	Supplies		Amazon - Toner Cartridges for P		350.40	
001-12-000-53101	Supplies		Amazon- Wipes (Flowers)		38.53	
001-12-000-53101	Supplies		Amazon-Tape (General) Wrist G		19.75	
001-12-000-53101	Supplies		Amazon- Pencil Sharpener (Stati		39.61	
001-14-000-53101	Supplies		Chipotle - Planning Lunch (8/8/		172.92	
9/6/2023 Quimb	Invoice	09/21/2023	Quimby PCard Expense 9/6/2023	0.00	14,649.49	
001-12-000-53101	Supplies		Copiers Nowthwest - Cannon Co		163.26	
001-12-000-53101	Supplies		Copiers Nowthwest - Cannon Co		83.25	
001-12-000-53101	Supplies		Copiers Nowthwest - Cannon Co		48.84	
001-12-000-54102	Legal Services		Budd Bay Law, P.S. - Legal Social		1,224.00	
001-12-000-54209	Postage/Shipping		UPS - Shipping		54.51	
001-12-000-54209	Postage/Shipping		UPS - Shipping		30.00	
001-12-000-54209	Postage/Shipping		UPS - Shipping		43.76	
001-12-000-54209	Postage/Shipping		UPS - Shipping		30.00	
001-12-000-54209	Postage/Shipping		UPS - Shipping		67.64	
001-12-000-54209	Postage/Shipping		UPS - Shipping		32.40	
001-13-000-54901	Registrations		WFOA - Quimby Registration BA		125.00	
001-13-000-54901	Registrations		GFOA - Quimby Registration Bu		490.00	
001-16-000-54502	Rental/Lease - Equipm Sho		Quench - Water Coolers Monthl		76.07	
001-16-000-54502	Rental/Lease - Equipm Sho		Quench - Water Coolers Monthl		490.26	

My Check Report

Date Range: 09/21/2023 - 09/22/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	001-16-000-54502	Rental/Lease - Equipt Sho	Quench - Water Coolers Monthl		75.94	
	001-16-000-54705	Refuse	Stericycle - Bio-Hazard Removal		70.46	
	001-16-000-54799	Utilities	City of Lacey - Utilities Sta. 34		1,859.45	
	001-16-000-54799	Utilities	City of Lacey - Utilities Sta. 31		1,076.81	
	001-16-000-54799	Utilities	City of Lacey - Utilities TEC		538.80	
	001-16-000-54799	Utilities	City of Lacey - Utilities Sta. 35		569.86	
	001-16-000-54799	Utilities	City of Lacey - Utilities Sta. 33		1,220.78	
	001-16-000-54801	Facilities Repair and Main	Securitas - Sta.33, TEC Monitori		164.07	
	001-16-000-54801	Facilities Repair and Main	Securitas - Sta.33, TEC Monitori		75.00	
	001-16-000-54801	Facilities Repair and Main	Orkin - All Dist. Facilities Pest Co		475.06	
	001-16-000-59102	Rent/Lease - Equipt Long	Copiers Nowthwest - Cannon Co		98.56	
	001-16-000-59102	Rent/Lease - Equipt Long	Pitney Bowes - Postage Meter L		98.68	
	001-17-000-54105	IT Licensing and Services	Mailprotector - Email Protection		803.97	
	001-17-000-54201	Telecom	Lumen - Telephone Charges Mo		1,544.14	
	001-17-000-54201	Telecom	Lumen - Telephone Charges Mo		1,496.31	
	001-17-000-54201	Telecom	Comcast Business - Internet for		163.71	
	001-17-000-54201	Telecom	Lumen - Telephone Charges Mo		290.54	
	001-17-000-54201	Telecom	Comcast Business - Internet for		281.76	
	001-21-000-54902	Licenses, Dues and Fees	Anytime Fitness - Annual Memb		786.60	
9/6/2023 Schmid	Invoice	09/21/2023	Schmidt PCard Expense 9/6/2023	0.00	2,078.49	
	001-21-000-54303	Travel Lodging	AirBnB- Ops Leadership Retreat		2,078.49	
1696	ALDANA, RORY	09/22/2023	Regular	0.00	252.72	23680
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
FTA Live Fire Instr	Invoice	09/21/2023	WSP FTA-Online Live Fire Instructor Cours	0.00	84.00	
	001-41-000-54901		Registrations		84.00	
NREMT EMT Asse	Invoice	09/21/2023	NREMT - EMT Assessment Application Fe	0.00	98.00	
	001-41-000-54902		Licenses, Dues and Fees		98.00	
WA Boaters Educ	Invoice	09/21/2023	Washington State Boaters Card Online Co	0.00	70.72	
	001-41-000-54901		Registrations		70.72	
446	ASSOCIATED PETROLEUM	09/22/2023	Regular	0.00	300.06	23681
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
23-894483	Invoice	09/21/2023	Sta. 35 DEF for Diesel Vehicles	0.00	300.06	
	001-16-000-53109		Apparatus Parts and Supp		300.06	
1519	CRESSY DOOR COMPANY, INC	09/22/2023	Regular	0.00	7,680.14	23682
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
188196	Invoice	09/21/2023	S35 Bay Door Repair	0.00	6,938.28	
	001-16-000-54801		Facilities Repair and Main		6,938.28	
188392	Invoice	09/21/2023	Cressy Door Company - S31 Bay 7 Repair	0.00	741.86	
	001-16-000-54801		Facilities Repair and Main		741.86	
594	GARDNER'S TRUST INC	09/22/2023	Regular	0.00	9,230.64	23683
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
28072, 28074	Invoice	09/21/2023	Sta 35 Tree Removal, Sta. 34 Sprinkler Sys	0.00	3,766.80	
	001-16-000-54801		Facilities Repair and Main		3,613.50	
	001-16-000-54801		Facilities Repair and Main		153.30	
28082	Invoice	09/21/2023	August 2023 District Landscape Maintena	0.00	5,463.84	
	001-16-000-54801		Facilities Repair and Main		5,463.84	
1697	HEESACKER, ANDREW	09/22/2023	Regular	0.00	50.45	23684

My Check Report

Date Range: 09/21/2023 - 09/22/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
WA Boaters Educ	Invoice	09/21/2023	Washington State Boaters Card Online Co	0.00	50.45	
	001-41-000-54901	Registrations	Washington State Boaters Card		50.45	
418	PUGET SOUND ENERGY INC	09/22/2023	Regular	0.00	8,448.31	23685
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
300000000301 8/	Invoice	09/21/2023	Account 300000000301 Monthly 8/2-9/1/	0.00	8,448.31	
	001-16-000-54799	Utilities	Station 32 Residential Utilites		91.04	
	001-16-000-54799	Utilities	Station 31 Utilites		3,958.62	
	001-16-000-54799	Utilities	Station 33 Utilities		10.83	
	001-16-000-54799	Utilities	TEC Utilities		885.02	
	001-16-000-54799	Utilities	Station 33 Utilities		1,220.49	
	001-16-000-54799	Utilities	Station 35 Utilities		960.68	
	001-16-000-54799	Utilities	Station 32 Utilities		35.46	
	001-16-000-54799	Utilities	Station 34 Utilities		1,286.17	
50162	WEISS, KAREN J	09/22/2023	Regular	0.00	2,067.58	23686
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
The Standard Dis	Invoice	09/21/2023	Refund Check from The Standard - Check	0.00	2,067.58	
	001-00-000-36994	Disability Payments	Refund Check from The Standar		2,067.58	
1638	WEST COAST MECHANICAL SOLUTIONS, LLC	09/22/2023	Regular	0.00	8,548.40	23687
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
13977,13978,139	Invoice	09/21/2023	HVAC PM Service	0.00	1,780.41	
	001-16-000-54801	Facilities Repair and Main	Station 35 HVAC PM Service		573.51	
	001-16-000-54801	Facilities Repair and Main	Station M2 HVAC PM Service		335.28	
	001-16-000-54801	Facilities Repair and Main	Station 32 HVAC PM Service		265.81	
	001-16-000-54801	Facilities Repair and Main	TEC HVAC PM Service		605.81	
14007,14013	Invoice	09/21/2023	HVAC Repair Service Sta. 34 and Sta. 31	0.00	829.47	
	001-16-000-54801	Facilities Repair and Main	S34 HVAC Repair Service Noise f		377.78	
	001-16-000-54801	Facilities Repair and Main	S31 HVAC Repair VAV 22 Room T		451.69	
14021,14054,140	Invoice	09/21/2023	District HVAC Repair and Service	0.00	5,938.52	
	001-16-000-54801	Facilities Repair and Main	VRF HVAC PM Service		374.49	
	001-16-000-54801	Facilities Repair and Main	S34 Room 113/115 HVAC Repair		1,572.20	
	001-16-000-54801	Facilities Repair and Main	S34 Water Heater Repair		2,548.07	
	001-16-000-54801	Facilities Repair and Main	S34 HVAC PM Service		870.25	
	001-16-000-54801	Facilities Repair and Main	S33 HVAC PM Service		573.51	

My Check Report

Date Range: 09/21/2023 - 09/22/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
1329	WA ST DEPT OF REVENUE	09/22/2023	Bank Draft	0.00	1,347.00	DFT01197
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
August 2023	Invoice	09/21/2023	August 2023 Use/Excise Tax Remittance	0.00	1,347.00	
001-11-000-54101	Professional Services	August 2023 Use Tax Remittanc			378.10	
001-17-000-54105	IT Licensing and Services	August 2023 Use Tax Remittanc			916.65	
001-21-000-53104	Public Ed Supplies and M	August 2023 Use Tax Remittanc			52.25	

Bank Code 001 Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	14	8	0.00	36,578.30
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	1	1	0.00	1,347.00
EFT's	18	3	0.00	54,145.73
	33	12	0.00	92,071.03

My Check Report

Date Range: 09/21/2023 - 09/22/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: 103-EQUIPMENT REPAIR & REPLACE						
29563	FROST, CHRISTOPHER M	09/22/2023	Regular	0.00	127.33	23688
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
Aid 34 Title Trans	Invoice	09/21/2023	Aid Unit 34 Title Transfer for New Chassis	0.00	127.33	
	103-00-000-56141	Replacement Vehicles	Aid Unit 34 Title Transfer for Ne		127.33	

Bank Code 103 Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	1	1	0.00	127.33
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
	1	1	0.00	127.33

My Check Report

Date Range: 09/21/2023 - 09/22/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: 301-CAPITAL PROJECTS FUND						
1376	US BANK	09/22/2023	EFT	0.00	32,102.17	5257
Payable #	Payable Type	Post Date	Payable Description		Discount Amount	Payable Amount
	Account Number		Account Name	Item Description	Distribution Amount	
9/6/2023 Bellows	Invoice	09/21/2023	Bellows PCard Expense 9/6/2023 - 301 Fu		0.00	2,016.24
	301-00-000-56121		Capital Expenditures/Proj	Desco - BoFC Audio Installation		2,016.24
9/6/2023 Cerovs	Invoice	09/21/2023	Cerovski PCard Expense 9/6/2023 - 301 F		0.00	24,373.57
	301-00-000-56121		Capital Expenditures/Proj	Desco- Audio Equipment Installa		23,597.32
	301-00-000-56142		IT Improvements	CDW Government Office 365 Mi		776.25
9/6/2023 Klaasse	Invoice	09/21/2023	Klaassen PCard Expense 9/6/2023 - 301 F		0.00	5,712.36
	301-00-000-56121		Capital Expenditures/Proj	Katom Restaurant Supply - TEC I		5,712.36

Bank Code 301 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	3	1	0.00	32,102.17
	3	1	0.00	32,102.17

My Check Report

Date Range: 09/21/2023 - 09/22/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: 307-2017B CAPITAL PROJECTS FUND						
1017	CHRISTENSEN INC	09/22/2023	EFT	0.00	607,001.12	5258
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
1711-9	Invoice	09/21/2023	VRF Expansion Project Period to 8/31/202	0.00	607,001.12	
	307-00-510-56121		Facility Capital Projects V		424,711.31	
	307-00-510-56121		Facility Capital Projects V		182,289.81	
1675	CHRISTENSEN INC (VRF RETAINAGE ESCROW A	09/22/2023	EFT	0.00	29,043.12	5259
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
1711-9 Retainage	Invoice	09/21/2023	VRF Expansion Retainage Period to 8/31/	0.00	29,043.12	
	307-00-510-56191		Retainage		29,043.12	
1232	RICE FERGUS MILLER INC	09/22/2023	EFT	0.00	7,489.51	5260
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
2017111.03-026	Invoice	09/21/2023	VRF Facility Improvements - 2017111.03-	0.00	7,307.01	
	307-00-510-56121		Facility Capital Projects V		7,307.01	
2017111.04-006	Invoice	09/21/2023	ST33 Remodel Project Cost EST 2017111.0	0.00	182.50	
	307-00-330-56121		Facility Capital Projects St		182.50	

Bank Code 307 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	4	3	0.00	643,533.75
	4	3	0.00	643,533.75

THURSTON COUNTY FIRE DIST. #3
MASTER PAYROLL LIST

Payroll Period 09A 2023

Checks Total Amount	400,665.14
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DIRECT DEPOSIT - KEY BANK	561,190.08
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KEY BANK FUNDS TRANSFER TO IRS FED INCOME TAX DEPOSIT	130,474.94
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KEY BANK FUNDS TRANSFER TO IRS MEDICARE DEPOSIT	31,550.72
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KEY BANK FUNDS TRANSFER TO IRS SOCIAL SECURITY DEPOSIT	532.58
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Net Tax Deposit Total	162,558.24
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LOCAL 2903 & LOCAL 2903 PAC EFT'S	30,187.41
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CHARLES SCHWAB	146,689.46
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UNEMPLOYMENT FUND	0.00
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WASH STATE DEPT OF RETIREMENT SYSTEMS	254,418.56
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TOTAL PAYROLL	1,555,708.89
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THURSTON COUNTY FIRE DIST. #3
MASTER PAYROLL LIST

Payroll Period 09B-2023

DIRECT DEPOSIT - KEY BANK	480,783.67
KEY BANK FUNDS TRANSFER TO IRS FED INCOME TAX DEPOSIT	67,569.55
KEY BANK FUNDS TRANSFER TO IRS MEDICARE DEPOSIT	16,136.36
KEY BANK FUNDS TRANSFER TO IRS SOCIAL SECURITY DEPOSIT	0.00
TAX DEPOSIT TOTAL	83,705.91
TOTAL PAYROLL	564,489.58

Service with Excellence



COMMISSIONERS

K. Frank Kirkbride
Liberty Hetzler
Melissa Gamble
Richard Kelling
Sylvia Roberts

FIRE CHIEF

Steve Brooks

September 17, 2023

Declaration of Surplus Equipment

The following are requested to be deemed surplus to the needs of the District:

Item Description:

- 2008 Ford E450 chassis
 - VIN: 1FDXE45P98DA35164
 - License: 69037C

Reason for Surplus: This is the chassis for Aid Unit 34. In 2023, Staff proposed the remount of this unit to a new chassis through a contract with Braun Northwest. The chassis has surpassed its serviceable life span.

Method of Surplus: vehicle auction at Ritchie Brothers, 214 Ritchie Lane, Chehalis, WA 98532

Estimated Value: End of Serviceable life - \$500