

# **Fire District 3**

**“more than fire...”**

## **BOARD OF FIRE COMMISSIONERS**

### **Minutes**

December 11, 2024

The meeting was called to order by Commissioner Dean Thornberry at 6:00 pm at Station 31 and <https://us02web.zoom.us/j/81188830604> Commissioner Jon Couture, Commissioner Shane Bowman, Fire Chief Scott Sorenson, Assistant Chief Chris Drone, Division Chief Jason Mansfield, Administrative Officer Michelle Eisenbeis, ST31, BC31, E33, Local 3674, and friends and family of Andre Zalozh and Kyle Ervin.

#### **Service Awards**

- Captain Andre Zalozh was presented with his 20-year award.
- Firefighter Kyle Ervin was presented with his 10-year award.

#### **Public Recognition**

- Captain Zalozh presented a letter of recognition to Aison Esrael for his quick thinking and decisive actions, preventing the spread of a fire spreading and causing significant property loss on November 2, 2024.

#### **Minutes**

- November 27, 2024, minutes for approval. A motion to approve minutes was made by Commissioner Couture, second by Commissioner Bowman. The motion passed 3-0

**Correspondence** – None

**Public Comment** – None

#### **Financial Report**

- |                            |                 |
|----------------------------|-----------------|
| • Investments in Fund 6204 | \$ 5,046,000.82 |
| • Cash in Fund 6204        | \$ 3,232.93     |
| • Transmittal FD312092024  | \$ 37,117.94    |
| • Payroll FD3 12/10/2024   | \$ 349,808.94   |
| • Bond Fund 6225           | \$ 27,071.98    |
- November Check Register
  - A motion to approve the financial report was made by Shane Commissioner Bowman, second by Commissioner Couture. The motion passed 3-0.

#### **Old Business**

- Negotiations – Chief Sorenson reported meeting three times, now evaluating the 2025 comparable numbers. The next meeting is December 17.
- Audit – Chief Sorenson and Administrative Officer reported the closeout is December 12. There are no reported findings, it is a clean audit. Moving forward, there will be annual audits, which are based on budget size. Commissioner Bowman asked about cost, this year was \$19,000.
- Chief Salary Gap Study – Chief Sorenson reported the study will need consideration after discussing collective bargaining sessions with employees.
- Retirement Letter – Chief Sorenson presented a letter confirming his retirement on December 31, 2024. Chief Sorenson thanked the Board for their support during this transition.

**New Business-**

- 20th Avenue Property - Proposal for ground lease from BG Children’s Village. Looking at potential impacts on the business plan. Commissioner Bowman to look at what the lease may look like. Further discussion to follow.
- Admin Contracts – Chief Sorenson reported these contracts expiring December 31, 2024. The new proposed contracts will be presented at the next meeting.

**Executive Session –**

- At 1835 announced for 20 minutes, RCW 42.30.140(4)(a) Collective bargaining sessions with employee.
- Returned to regular session at 18:55 to announce a 20-minute extension of the Executive Session.
- Back in regular session at 19:10.

**General Session – Back to Old Business**

- Salary Gap Study – after consideration, a motion was made to approve the study by Commissioner Bowman, second by Commissioner Couture. The motion passed 3-0.

**Meeting Schedule**

- Wednesday, December 23, 2024, Station 31 18:00 hrs. Board Meeting
- Wednesday, January 8, 2025, Station 31 18:00 hrs. Board Meeting

**Adjournment: 1912 hrs.**



Fire Commissioner Jon Couture



Fire Commissioner Dean Thornberry



Fire Commissioner Shane Bowman

Fire Chief Scott Sorenson