

# **Fire District 3**

**“more than fire...”**

## **BOARD OF FIRE COMMISSIONERS**

### **Minutes**

August 27, 2025

The meeting was called to order at 6:00 pm at Station 31 and online via Teams: [Teams Meeting](#)

Present: Commissioner Dean Thornberry, Commissioner Shane Bowman, Fire Chief Chris Drone, Assistant Chief Sean Smith, Division Chief Jason Mansfield, TRT Members, Tony Mitchum, Zack Helmes, Adam Strizak, EMS Officer Dustin Waliezer, (1) citizen

#### **Call to Order: 18:00**

**Correspondence-** Chief Drone presented a thank-you letter from a citizen dated August 4<sup>th</sup>. Conflict with the next meeting due to internet access; meeting rescheduled for September 16<sup>th</sup>: Commissioner Couture update, good prognosis.

**Public Comment:** Thank you from a citizen regarding Harvest Days and National Night Out.

#### **Consent Agenda:**

All items listed below are considered routine and will be enacted by one motion. There will be no separate discussion of these items unless a commissioner requests specific item(s) be removed from the Consent Agenda for discussion prior to the time the Commission votes on the motion to adopt the Consent Agenda.

A motion to accept the consent agenda was made by Commissioner Bowman and seconded by Commissioner Thornberry. The motion to accept the Consent Agenda passed 2-0.

A. Board of Fire Commissioners Meeting Minutes of July 9, July 23, and Aug 13	
B. Investments in Fund 6204	\$ 4,911,543.29
C. Cash in Fund 6204	\$ (438,413.87)
D. Bond Fund 6225	\$ 27,842.91
E. Transmittal FD307232025	\$ 186,803.80
Transmittal FD308122025	\$ 189,024.31
Transmittal FD308272025	\$ 188,845.33
F. Payroll FD3 7/25/2025	\$ 423,598.65
Payroll FD3 8/08/2025	\$ 551,672.40
Payroll FD3 8/22/2025	\$ 442,554.91

#### **Presentation**

Water Rescue Response-The Technical Rescue Team (TRT) members presented an overview of disciplines and capabilities, and recent advances with water awareness level training, as well as recommendations to enhance FD3's existing program.

#### **Old Business**

- Harvest Days Update-Division Chief Mansfield gave an overview of the event to the board.
- National Night Out Update-Division Chief Mansfield gave an overview of the event to the board.
- Standard of Cover Update-Assistant Chief Smith presented the heat map and a recap of three-year call data. The data may be presented to the BG City Board.

**New Business**

- Captain/FF Testing/Recruitment-Division Chief Mansfield gave an update on the progress of FF testing.
- BLM Grant-Chief Drone gave an update. The grant was submitted in July with assistance from the grant writer, FF, Tim Axelson. The grant, if awarded, would allow the District to upgrade to a WL type 3. A letter for funding was also submitted to Senator Adrian Cortes, who will be visiting the Fire District to meet in person and discuss needs/funding.
- Open Houses- Division Chief Mansfield gave an update to the board.
- Command Summit Meeting-Scheduled for Sept 17, 18<sup>th</sup> off-site. BCs and Admin staff to attend 2026 planning session.

**Executive Session**

RCW 42.30.110(1)(i):

“To discuss matters relating to potential litigation and legal risks associated with the recovery of employee wage overpayments. The discussion is based on written legal advice provided by legal counsel. No action will be taken during executive session.”

A 20-minute session is needed. In session at 19:00.  
Executive Session adjourned at 19:20

**Action Item – Payroll Overpayment Recovery Plan**

Commissioner Bowman made a motion to accept the overpayment recovery plan, and seconded by Commissioner Thornberry. The motion was accepted and passed 2-0.

Staff recommendation regarding recovery of wage overpayments made from July 2022 to 2025 to certain employees. Board discussion and possible action.

**Meeting Schedule**

- Tuesday, Sept 16, 2025, Station 31 18:00 hrs. Board Meeting
- Wednesday, Sept 24, 2025, Station 31 18:00 hrs. Board Meeting

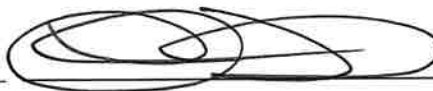
**Adjournment:** 19:23

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Fire Commissioner Jon Couture



Fire Commissioner Shane Bowman

  
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Fire Commissioner Dean Thornberry



Fire Chief Chris Drone