



North Mason Fire

NORTH MASON REGIONAL FIRE AUTHORITY Regular Meeting Minutes: 11/12/2024

Present: Commissioners Paul Severson, John Inch, Kelley McIntosh, Dan Kewish, and Bob Miller. Assistant Chief Cooper and Executive Admin Katie Musgrave.

Absent: Chief Bakken (attending conference)

Guests: None

Meeting was held at Station 81, Tahuya, and called to order at 5:00 pm with the Pledge of Allegiance.

Commissioner McIntosh moved to approve the October meeting minutes as presented. Commissioner Kewish seconded the motion. Motion carried.

FINANCIALS

Financial vouchers were presented and reviewed.

Commissioner McIntosh moved to approve Voucher Numbers 241101001 to 241101005 in the amount of \$66,470.64, 241103001 in the amount of \$2,964.78, and 241102001 to 241102102 in the amount of \$474,752.13. Commissioner Miller seconded the motion. Motion carried.

ADMINISTRATIVE REPORT

Tahuya Fire Station Remodel - Chief Cooper provided an update on the renovation of Station 81, highlighting the completion of several improvements, including the installation of new appliances, cabinets, countertops, flooring, a TV, and additional storage. He noted that the project is nearly complete, with the only remaining item being the installation of the doors, which are currently on order.

Command Vehicle Purchasing Update - Chief Cooper shared that one command vehicle and one utility vehicle have been ordered to replace aging vehicles.

Community Santa Run - Chief Cooper shared that the dates for the Santa Run have been scheduled, and an email will be sent out soon, requesting volunteers to participate in this year's event.

Station 21 HVAC Correction Work - Chief Cooper provided an update regarding the HVAC system at Station 21. The work has been completed, with repairs made to the bunkrooms and bathrooms, which were the affected areas. These repairs came at no cost to the NMRFA, as the issue was a result of an error during the building process of Station 21.

CAC Update - Chief Cooper stated that a new BOC representative is needed for 2025. Commissioner Kewish agreed to take on the role. Due to the lack of participation, it was also mentioned that the future of CAC meetings may need to be revisited.

2024 AFG Grants - Chief Cooper noted that the Assistance to Firefighters Grant (AFG) cycle opened early. A planning meeting has been held to identify the applications to be submitted. The requests are expected to include Personal Protective Equipment (PPE) through a Regional AFG, along with a vehicle request and a micro grant request.

NEW BUSINESS

WFOA 2024 Conference Recap - Commissioners Miller and Inch attended the WFOA Conference in Spokane. Commissioner Miller participated in the SNURE session, while Commissioner Inch found the levy information to be educational.

Fire Engine Bid Issuance - Chief Cooper noted that we are planning to spec an engine similar to the one at Station 27, with more details to follow.

OLD BUSINESS

Solar Bid Acceptance - Chief Cooper presented the (5) received solar bid packages, with the Board of Commissioners reviewing all bids. Of the five bids, two met all qualifications. The bids that were received were as follows.

Capstone Solutions Inc: \$1,124,449.48 (includes sales tax)*

Dynamic Solar & Electric NW Corp: \$741,677.30 (includes 50% of sales tax)**

JH Kelly, LLC: \$745,063.18 (includes sales tax)

Power Northwest: \$823,202.13 (includes sales tax)*

Puget Sound Solar: \$1,129,278.00 (tax exemption)

*Could not meet project completion deadline requirements as required by the State of Washington

** Could not meet project bonding requirements

Commissioner McIntosh moved to accept the (2) qualifying bids from Puget Sound Solar and JH Kelly, LLC, and Commissioner Miller seconded the motion. The motion passed.

Public Comment:

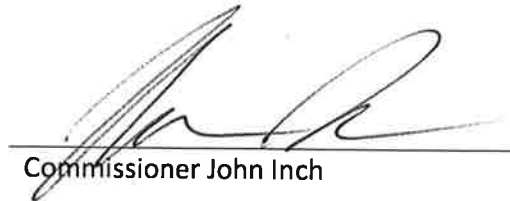
Commissioner McIntosh mentioned there is a Mason County Fire Commissioner meeting on Thursday, November 14th.

GOOD OF THE ORDER:

With no further business, Commissioner McIntosh moved to adjourn the meeting. Commissioner Inch seconded the motion. With no further business, Commissioner Severson adjourned the meeting at 5:36 pm.



Commissioner Paul Severson

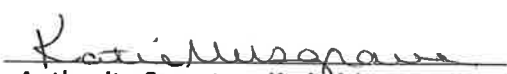


Commissioner John Inch


Commissioner Kelley McIntosh


Commissioner Dan Kewish


Commissioner Bob Miller


Authority Secretary Katie Musgrave