

**MARYSVILLE FIRE DISTRICT
BOARD OF DIRECTORS' MEETING
September 17, 2025 – 6 pm – MFD St. 62 / Zoom**

CALL TO ORDER

Chairperson Muller called the MFD meeting to order and led the flag salute at 6 pm.

PUBLIC COMMENT

Chairperson Muller called for public comment.

Kate Shepard, Local 3219 President, shared the following:

- Requested the Board reinstate the Local 3219 Report to the official monthly Board Meeting agenda.
- Would like to have a conversation with the Board about adequate staffing to relieve overtime, stress and the strain on the physical and mental health of our employees. Our neighboring districts are reaching out with concerns about the number of mutual aid calls to Marysville. They have contacted local 3219 on the impact these calls are having on their daily operations.
- Posed the question/suggestion of using bonds to fund our capital projects and our reserves to fund additional staffing.

The following were in attendance:

Board of Directors:

Steve Muller
Kamille Norton
Tonya Christoffersen
Mark James
Rick Ross

Staff Members:

Ned Vander Pol, Fire Chief
Jeff Cole, Assistant Chief
Tom Maloney, Assistant Chief
Jennett Nielson, Deputy Chief
Chelsie McInnis, Finance Director (Zoom)
Steve Edin, Human Resource Director
Mike Davis, IT Manager
Paula DeSanctis, Administrative Assistant

Guests:

District Attorney, Noel Treat (Zoom)

MFD CONSENT AGENDA

- A. Excuse Boardmember Stevens from the September 17, 2025, Regular Meeting
- B. Approve minutes of August 20, 2025, Regular Meeting
- C. Approve August 2025 Financial Statements
- D. Approval of September Claims and Payroll:
 - i. MFD Expense Fund

Voucher Numbers <u>250903001-thru-250903167</u>	\$ 284,027.18
Cancelled Warrant - 2231427	\$ 500.00
 - ii. Apparatus Fund

Voucher Numbers <u>250902001-thru-250902014</u>	\$ 3,830,263.72
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 - iii. Capital Fund

Voucher Numbers <u>250901001-thru-250901003</u>	\$ 25,626.75
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iv. MFD Payroll (excluding benefits)	\$ 1,669,949.78
E. Approval of May EMS Committee Account Recommendations	
Refunds – Check Numbers 4500-thru-4501	\$ 784.75
Chairity/Bankruptcy/Small Balance	\$ 2,400.53
Collections	\$ 48,847.76
Motion:	To approve the MFD Consent Agenda
Made By:	Ross
Seconded By:	Norton
Action:	PASSED unanimously

INFORMATION ITEMS

Communications: Chief Vander Pol shared a letter of appreciation for MFD crew members who went above and beyond when responding to a residential fire call.

COMMITTEE REPORTS

Planning Committee: Working with procuring the property for the new Station 63 site. TCA is working on conceptual station layout and footprint.

Personnel Committee: HR Assistant Adams conducted Driver/Operator interviews last week. Two have been promoted; FF Nick Anderson and FF Travis Butler.

Finance Committee: Will meet on September 23, 2025, 9 am at Admin.

STAFF BUSINESS

Fire Chief Report: Chief Vander Pol had nothing to report.

Operations Report: Chief Cole reported the following:

- Apparatus Updates: Two engines should arrive next week. Four aid cars were picked up last week. The ladder truck is still in Yakima being repaired.
- We have started the 2026 vacation/debit/shift assignment process.
- We are in the very early stages of a new national incident reporting system called NERIS, this will replace the current NFIRS system.

Overtime Report:

August 2025	Dollars	Total Hours	Sick Leave Used
Full-time	\$ 233,011.09	2,737.25	2,487.50
Month Total	\$ 233,011.09	\$ 2,737.25	\$ 2,487.50
YTD Totals	\$ 1,631,242.20	\$ 19,864.84	\$ 16,694.85

Human Resources/Personnel Report: Human Resources Director Edin reported the following:

- We have five off on intermittent FMLA, three off on long-term disability, one off on leave without pay until November, and three on light duty.
- We sent six to the academy on September 15, 2025.
- Elliott Lauritzen has been promoted to Captain.
- We have had our first collective bargaining session with more to follow.

AD

Fire Prevention Report: Fire Marshal Maloney had nothing additional to report.

Finance Report: Finance Director McInnis reported the following:

- The SAO reached out to schedule our 2024 audit. This will likely begin mid-October/early November. This will be our normal accountability and financial statement audit; they will also be revisiting the shift exchange issue noted in a prior audit.
- Our AP transition is going well. We met with Springbrook to go over software changes. Mike is getting us set up with equipment and supplies. We will run a side-by-side test prior to going live in January. The necessary banking resolutions and policies will be brought to the October Board meeting.

Legal Counsel Report: District Attorney Noel Treat will report in executive session.

OLD BUSINESS

None

NEW BUSINESS

Agenda Bill: 2026 Ambulance Transport Fee Schedule

Finance Director McInnis shared that per MFD Resolution 2021-002 "Exhibit A" ambulance transport rates, including base mileage rate, will be increased to 100% of CPI-W, Seattle-Tacoma-Bellevue, Half 1, each January 1. CPI-W for the 2026 effective rate period 2.3%.

The new fee schedule, "Exhibit A" shall be attached to MFD Resolution 2021-002 and supersede all previous rate adoptions.

Motion: To approve "Exhibit A" of MFD Resolution 2021-002, as presented, modifying the 2026 ambulance transport fee schedule and authorizing annual adjustments.

Made By: Ross

Seconded By: Christoffersen

Action: PASSED unanimously

Agenda Bill: Update to Account Technician, Administrative Assistant, Administrative Assist/HR and Payroll Clerk Job Descriptions.

In preparation for the upcoming changes to the district's accounts payable process, pending retirement of the HR Director and to bring better checks and balances to the payroll process and accounting functions, administration is proposing updates to all front office job descriptions. No change to salaries are proposed at this time.

Motion: To approve the recommended changes to the Accounting Technician, Administrative Assistant, Administrative Assist/HR Finance and Payroll Clerk job descriptions as recommended by staff

Made By: James

Seconded By: Norton

Action: PASSED unanimously

CALL ON BOARD

Ross – Thanked admin for the meeting presentation material. Thanked Kate for the union report. Thanked Chief for sharing the thank you letter.

James – Nothing more to report.

Christoffersen – Thanked Kate for her union report. Thanked all employees for the hard work put in daily.

Norton – Thanked the district for the wonderful 911 presentation.

Muller – Thanked Local President Shepard for her comments. Happy the district continues to pay tribute to 911.

EXECUTIVE SESSION

Chairperson Muller called for a 10-minute executive session at 6:25 pm for the following:

- To discuss collective bargaining negotiations Pursuant RCW 42.30.140(4)(a)

We will return to open public meeting at 6:35 pm.

Chairperson Muller called for a 5-minute extension at 6:35 pm to return at 6:40 pm.

Chairperson Muller called for a 5-minute extension at 6:40 pm to return at 6:45 pm.

RECONVENE

The open public meeting was reconvened at 6:45 pm.

ADJOURNMENT

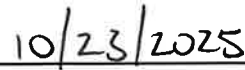
Chairperson Muller called for a motion to adjourn the September 17, 2025, regular meeting.

Motion:	To adjourn the September 17, 2025, regular meeting
Made By:	James
Seconded By:	Norton
Action:	PASSED unanimously

With no further action required the September 17, 2025, regular meeting at 6:46 pm.



Ned Vander Pol
District Secretary



Date approved





Fire Prevention Report

Prepared by: Thomas Maloney, Assistant Chief/Fire Marshal

September 17, 2025

- The total fire loss for 2025:
We responded to 23 fire incidents that were investigated to date in 2025. The total estimated property pre-fire value is over \$107.7 million, with an estimated fire loss of over \$1.7million.
- Continue to work with Community Development on Middle Housing. We met with the Master Builders on private drive widths with discussion around townhomes and single family. Our meetings have been very productive, and it has been great to have a coordinated approach.
- FMO staff working with First Due on hydrant inspections and this is delayed further. We have heard back from First Due and are now waiting for their solution.

2025 Inspections

FMO Annual Business Inspection by Quarter 07/31/2025			
Q1	FM62	FM63	FM64
Complete	35	96	74
Assigned	36	113	84
% Complete	97%	85%	88%
Q2			
Complete	10	36	1
Assigned	11	48	53
% Complete	91%	75%	2%
Q3			
Complete	13	1	0
Assigned	19	65	78
% Complete	68%	2%	0%
Q4			
Complete			
Assigned	2	16	38
% Complete			

2025 - Monthly Inspection Report Through 9-4-2025

	A Shift Vander Veen	B Shift Pierce	C Shift Hopp	D Shift Carbary
Q1	Complete Total Assigned % Done	6 27 22%	19 23 83%	21 23 91%
Q2	Complete Total Assigned % Done	0 25 0%	18 25 72%	0 22 0%
Q3	Complete Total Assigned % Done	0 23 0%	4 25 16%	0 26 0%
Q4	Complete Total Assigned % Done	18 0%	22 0%	20 0%

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	A Shift Campbell	B Shift Burlingame	C Shift Tucker Jr	D Shift McGowan
Q1	Complete Total Assigned % Done	11 12 92%	11 11 100%	10 12 77%
Q2	Complete Total Assigned % Done	11 12 92%	12 12 100%	0 13 79%
Q3	Complete Total Assigned % Done	11 13 85%	0 13 0%	0 10 0%
Q4	Complete Total Assigned % Done	9 0%	13 0%	11 0%

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Q1 Summary
A Shift 45%
B Shift 93%
C Shift 89%
D Shift 89%

Q2 Summary
A Shift 48%
B Shift 76%
C Shift 21%
D Shift 86%

Q3 Summary
A Shift 44%
B Shift 4%
C Shift 21%
D Shift 18%

Q4 Summary
A Shift 0%
B Shift 0%
C Shift 0%
D Shift 0%

Overall Average
A Shift 46%
B Shift 58%
C Shift 44%
D Shift 64%

	A Shift Neyens	B Shift Cook	C Shift Eagle	D Shift Woolcock
Q1	Complete Total Assigned % Done	0 10 0%	9 10 90%	13 15 90%
Q2	Complete Total Assigned % Done	12 12 100%	4 13 31%	0 17 0%
Q3	Complete Total Assigned % Done	7 18 39%	0 10 0%	0 12 0%
Q4	Complete Total Assigned % Done	9 0%	14 0%	10 0%

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	A Shift Brooke*	B Shift Kuehn	C Shift Bailey	D Shift Williamson
Q1	Complete Total Assigned % Done	8 12 67%	8 8 100%	11 14 79%
Q2	Complete Total Assigned % Done	0 12 0%	15 15 100%	10 14 100%
Q3	Complete Total Assigned % Done	8 15 53%	0 8 0%	10 12 71%
Q4	Complete Total Assigned % Done	10 0%	11 0%	9 0%

66

Note: Inspections are not counted as complete until all Re-Inspections are also complete.

* denotes light duty assistance

Marysville Fire District 2025 Fire Incident Totals										
Month	Total Investigations	Accidental	Incendiary	Undetermined	Residential	Commercial	Vehicle	Other	Total Property Value	Total Fire Loss
January	5	2	1	2	2	0	1	2	\$ 263,000.00	\$ 67,100.00
February	5	2	0	2	1	0	1	0	\$ 6,710,300.00	\$ 97,610.00
March	0	0	0	0	0	0	0	0	\$ -	\$ -
April	3	3	0	0	3	0	0	0	\$ 2,310,472.00	\$ 357,772.00
May	2	2	0	0	2	0	0	0	\$ 1,159,426.00	\$ 607,469.00
June	3	3	0	0	3	0	0	0	\$ 46,061,632.00	\$ 182,731.00
July	2	1	0	1	0	1	1	0	\$ 49,487,720.00	\$ 175,000.00
August	3	3	0	0	3	0	0	0	\$ 1,761,639.00	\$ 309,437.00
September										
October										
November										
December										
Totals	23	16	1	5	14	1	3	2	\$107,754,189.00	\$ 1,797,119.00

