

**MARYSVILLE FIRE DISTRICT
BOARD OF DIRECTORS' MEETING
October 15, 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 asked that the Board reinstate the Local 3219 report to the monthly Board Meeting agenda. Again, shared the need for additional staffing for the health and safety of our members and our citizens.

The following were in attendance:

Board of Directors:

Steve Muller
Kamille Norton *Zoom*
Micheal Stevens
Tonya Christoffersen
Mark James
Rick Ross

Staff Members:

Ned Vander Pol, Fire Chief
Jeff Cole, Assistant Chief
Jennett Nielson, Deputy Chief
Chelsie McInnis, Finance Director
Steve Edin, Human Resource Director
Kim Adams, HR FN Assistant
Mike Davis, IT Manager
Paula DeSanctis, Administrative Assistant

Guests:

District Attorney, Noel Treat *Zoom*

MFD CONSENT AGENDA

- A. Approve minutes of September 17, 2025, Regular Meeting
- B. Approve minutes of September 23, 2025, Finance Committee Meeting
- C. Approve September 2025 Financial Statements
- D. Approval of October Claims and Payroll:
 - i. MFD Expense Fund
 - Voucher Numbers 251003001-thru-251003177 \$ 379,618.24
 - Voucher Numbers 251001001-thru-251001012 \$ 33,387.77
 - ii. Apparatus Fund \$ 8,250.56
 - iii. Capital Fund \$ 1,669,949.78
 - iv. MFD Payroll (excluding benefits)
- E. Approval of September EMS Committee Account Recommendations
 - Refunds – Check Numbers 4502-thru-4505 \$ 857.28
 - Chairity/Bankruptcy/Small Balance \$ 2,559.86
 - Collections \$ 36,490.75



Motion: To approve the MFD Consent Agenda
Made By: Ross
Seconded By: James
Action: PASSED unanimously

INFORMATION ITEMS

Communications: None

COMMITTEE REPORTS

Planning Committee: Nothing to report.

Personnel Committee: Nothing to report.

Finance Committee: Met to discuss the 2026 preliminary budget to be presented at the Budget Workshop on October 30, 2025.

STAFF BUSINESS

Fire Chief Report: Chief Vander Pol reported the following:

- We had two firefighters attend the PNW Conference.
- FireStats and Marvelous are working on a deployment analysis for the short and long term.

Operations Report: Chief Cole reported the following:

- The new Haas alert report will be included in the monthly operations report.
- One of the two new engines has arrived. Thanked Josh, Jaxson and Bobby for the hard work getting all our new apparatus in service.

Overtime Report:

September 2025	Dollars	Total Hours	Sick Leave Used
Full-time	\$ 270,644.48	3,337.50	1,643.50
Month Total	\$ 270,644.48	\$ 3,337.50	\$ 1,643.50
YTD Totals	\$ 1,901,886.68	\$ 23,202.34	\$ 18,338.35

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

- We have six off on intermittent FMLA, four off on long-term disability, one on short term disability, one off on leave without pay until November, and one on light duty.
- We have two lateral paramedics in background.
- Beginning entry level testing.
- Requested the Training Captain eligibility list be extended one year to November 2026.

Motion: To extend the Training Captain eligibility list for one year to November 2026.

Made By: Ross

Seconded By: Stevens

Action: PASSED unanimously



Fire Prevention Report: Fire Marshal Maloney was absent from tonight's meeting.

Finance Report: Finance Director McInnis will report in new business.

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

OLD BUSINESS

None

NEW BUSINESS

Agenda Bill: WA State/US Bank NASPO ValuePoint Commercial Card Enrollment

The district currently utilizes a US Bank Business Visa Card program that was established in 2004. We have 14 cardholders, with a combined business relationship credit limit of \$50,000. While this program has functioned very well over the years, there are several enhanced benefits available to us by "piggybacking" on the State of Washington commercial card holder program known as the US Bank NASPO ValuePoint Commercial Card. This is a publicly bid program of the State that US Bank has been awarded since 2002. Staff is recommending we transition to the WA State US Bank NASPO ValuePoint Commercial Card, benefits listed below:

1. Zero cost, no annual fees or interest charges
2. Quarterly rebates to the district of 1.35% of total purchases
3. 45-day payment period
4. Robust & secure online account service and cardholder management
5. Mobile application for Apple Wallet access, physical card does not need to be present
6. Enhanced fraud prevention monitoring services
7. Cardholders are not personally tied to the credit line; limited to the government's credit

Implementation Timeline: District enrollment and credit approval process will take approximately one month from time of submission, with full user access anticipated by December 1, 2026.

Motion: To approve Enrollment In the WA State/US Bank NASPO ValuePoint Commercial Card Program
Made By: Stevens
Seconded By: James
Action: PASSED unanimously

Agenda Bill: MFD Resolution 2025-005 Authorizing the Establishment of Funds and the Appointment of Personnel

Effective December 31, 2025, the Snohomish County Treasurer Accounts Payable Service Agreement will terminate, and the district will begin issuing its own checks/warrants and electronic payments to vendors.

To facilitate these new capacities, the district will need an additional imprest checking account solely for the purpose of accounts payable disbursements. This resolution **authorizes the establishment** of a new Accounts Payable Account with US Bank and assigns the Custodian and Authorized Signers.

This resolution supersedes MFD Resolution 2023-002.



Motion: Motion to approve Resolution 2025-005 Authorizing the Establishment of Funds and the Appointment of Personnel and authorize District staff to open a new US Bank checking account for Accounts Payable purposes.
Made By: James
Seconded By: Ross
Action: PASSED unanimously

Agenda Bill: MFD Resolution 2025-006 Establishing Independent Issuance of Accounts Payable Checks/Warrants and Electronic Payments

Effective December 31, 2025, the Snohomish County Treasurer Accounts Payable Service Agreement will terminate and the district will begin issuing its own checks/warrants and electronic payments to vendors.

This resolution formally adopts the powers of the district to perform such functions and defines the following:

1. The Snohomish County Treasurer accounts payable financial services termination date;
2. The powers to independently issue checks/warrants and electronic payments for accounts payable claims and other obligations of the district;
3. The new imprest banking account needed to facilitate the function, including the assignment of authorized balance;
4. The continuing relationship with the Snohomish County Treasurer to provide the funds necessary to satisfy the instruments drawn upon the Accounts Payable account;
5. The policy adoptions required to maintain proper management and internal controls of the function.

Motion: Motion to approve Resolution 2025-006 Establishing Independent Issuance of Accounts Payable Checks/Warrants and Electronic Payments
Made By: Ross
Seconded By: Christoffersen
Action: PASSED unanimously

Agenda Bill: Policy 1319 – Cash Receipting and Bank Accounts

To facilitate the independent issuance of accounts payable checks/warrants and electronic payments effective 01/01/2026, it is necessary to update our current Policy 1319 as it relates to cash receipting and bank accounts. These changes are primarily in conjunction with Resolution 2025-006 Establishing Independent Issuance of Accounts Payable Checks/Warrants and Electronic Payments.

Key updates summarized below:

- Authorizes the establishment of an Accounts Payable imprest banking account with an authorized fund balance of \$2,000.
- Defines the uses, processes, and limitations of the Accounts Payable account.
- Attaches a new form applicable to the Certification of Lost or Destroyed Checks/Warrants process.

Immaterial administrative updates and other minor grammar changes to align with current practice.

Motion: Motion to approve updated Policy 1319 – Cash Receipting and Bank Accounts as presented.
Made By: Christoffersen
Seconded By: Stevens
Action: PASSED unanimously

Agenda Bill: Policy 1328 – Electronic Funds Transfer

The need for this policy arises from MFD Resolution 2025-006 Establishing Independent Issuance of Accounts Payable Checks/Warrants and Electronic Payments, where the District will begin processing electronic payment types independent from the Snohomish County Treasurer effective 01/01/2026.

The primary goal of this policy is to ensure Electronic Funds Transfers (EFTs) are initiated, executed and approved in a secure manner. This policy establishes general guidelines for using EFT's, including the limited use of wire transfers, for payables and other obligations of the District. The procedures outline what electronic funds transactions the District may engage in and the accounting procedures to be followed in accordance with RCW 39.58.750 and Washington State Auditors requirements.

Motion: Motion to approve Policy 1328 – Electronic Funds Transfer as presented.
Made By: Stevens
Seconded By: James
Action: PASSED unanimously

Agenda Bill: MFD Resolution # 2025-007: Declaring Surplus and Authorizing the Sale of Seven (7) District Owned Vehicles

With the recent acquisition of new vehicles, the Marysville Fire District no longer has a need for the following apparatus:

2007 International Ambulance	VIN 1HTMRAAL87H532956
1998 Chevrolet Ambulance	VIN 1GBJK34JXWF006210
2006 International Ambulance	VIN 1HTMRAAM76H293438
2006 International Ambulance	VIN 1HTMRAAM56H293437
2010 International Ambulance	VIN 1HTMRAAM0AH228049
2002 H&W / Spartan Pumper	VIN 4S7AT33922C040443
1995 Darley Pumper	VIN 4S7AT9D04SC014770

This agenda bill is to request the adoption of the resolution necessary to authorize the surplus and sale of the above listed vehicles.

Motion: Motion to approve Resolution # 2025-007 Declaring Surplus and Authorizing the Sale of Seven (7) District Owned Vehicles.
Made By: Stevens
Seconded By: James
Action: PASSED unanimously

CALL ON BOARD

Ross – Thanked Chelsie for all the work during budget season.



Stevens – Has a client that would like to offer the district a training opportunity on a property demolition.

James – Great to see all the updates happening.

Christoffersen – Thanked staff for the hard work.

Muller – Preliminary budget looks great. Congratulations on the new fire truck.

Norton – Thanked Chief and staff who attended last Monday's city council meeting. Appreciates all first responders who are there when we need them.

EXECUTIVE SESSION

Chairperson Muller called for a 5-minute executive session at 6:45 pm for the following:

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

We will return to open public meeting at 6:50 pm.

RECONVENE

The open public meeting was reconvened at 6:50 pm.

ADJOURNMENT

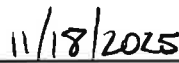
Chairperson Muller called for a motion to adjourn the October 15, 2025, regular meeting.

Motion:	To adjourn the October 15, 2025, regular meeting
Made By:	James
Seconded By:	Christoffersen
Action:	PASSED unanimously

With no further action required the October 15, 2025, regular meeting at 6:51 pm.



Ned Vander Pol
District Secretary



Date approved





Fire Prevention Report

Prepared by: Thomas Maloney, Assistant Chief/Fire Marshal

October 15, 2025

- The total fire loss for 2025:
We responded to 24 fire incidents that were investigated to date in 2025. The total estimated property pre-fire value is over \$107.8 million, with an estimated fire loss of over \$1.8million.
- I apologize for missing this meeting this month as I am in training at the annual fire prevention institute.
- Planning will be bringing the new updated proposal for Middle Housing to council. We met with the Master Builders (MBA) on private drive widths with discussion around townhomes and single family. We do have a concern over smaller drive isles and this was communicated to the MBA but they would like to have them for single family. The only way to get to smaller drive isles is to require residential fire sprinklers. This was communicated to everyone that attended those meetings.
- Attended a live fire burn demonstration in Arlington to demonstrate the effectiveness of fire sprinklers. Councilmember James, Chief Vander Pol, AFM Merkley, and PIO Egger also attended.
- 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 10-1-2025

	A Shift Vander Veen* Plerca*	B Shift	C Shift Hopp*	D Shift Carbary
Q1	Complete Total Assigned % Done	24 27 89%	19 23 83%	15 17 91%
Q2	Complete Total Assigned % Done	4 25 16%	22 25 88%	17 22 77%
Q3	Complete Total Assigned % Done	0 23 0%	22 25 88%	8 26 31%
Q4	Complete Total Assigned % Done	18 0%	22 0%	20 0%

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	A Shift Campbell Burlingame	B Shift	C Shift Tucker Je	D Shift McGowan
Q1	Complete Total Assigned % Done	11 12 92%	11 11 100%	12 12 100%
Q2	Complete Total Assigned % Done	12 12 100%	12 12 100%	0 13 0%
Q3	Complete Total Assigned % Done	12 13 92%	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 62%
B Shift 93%
C Shift 89%
D Shift 89%

Q2 Summary
A Shift 71%
B Shift 80%
C Shift 48%
D Shift 86%

Q3 Summary
A Shift 33%
B Shift 47%
C Shift 29%
D Shift 43%

	A Shift Neyens	B Shift Cook	C Shift Eagle*	D Shift Woodcock
Q1	Complete Total Assigned % Done	0 10 0%	9 10 90%	13 15 87%
Q2	Complete Total Assigned % Done	12 12 100%	4 13 31%	5 17 29%
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	8 12 67%	15 15 100%	12 14 86%
Q3	Complete Total Assigned % Done	0 15 0%	8 8 100%	10 12 83%
Q4	Complete Total Assigned % Done	10 0%	11 0%	9 0%

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

Overall Average
A Shift 55%
B Shift 73%
C Shift 55%
D Shift 72%

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	1	1	0	0	0	0	0	0	\$ 90,000.00	\$ 80,000.00	
October											
November											
December											
Totals	24	17	1	5	14	1	3	2	\$107,844,189.00	\$ 1,877,119.00	

Marysville Fire District Fire Causes Ending September 30, 2025

