

**MARYSVILLE FIRE DISTRICT
BOARD OF DIRECTORS
SPECIAL BOARD MEETING/PUBLIC HEARING
November 17, 2025 – 6 pm – MFD St. 62 / Zoom**

CALL TO ORDER

Vice Chairperson Christoffersen called the meeting to order and led the flag salute at 6 pm.

SAO FY2024 ADULT ENTRANCE CONFERENCE

Audit Manager Courtney Amonsens and Audit Lead Assistant State Auditor Erika Davies from the State Auditor's Office shared the scope of the audits they will be completing for January 1, 2024, through December 31, 2024. An accountability audit of the tracking and monitoring of theft sensitive assets, credit card portion of accounts payable, open public meetings and financial condition as well as a financial statement audit. Audit costs are estimated at \$23,000.

APPROVAL OF AGENDA

Chief Vander Pol requested the removal of items C and E and the addition of item G to new business. Vander Pol also stated there will be no executive session tonight.

Motion:	To amend tonight's agenda as requested by Chief Vander Pol
Made By:	Norton
Seconded By:	Ross
Action:	PASSED unanimously

PUBLIC COMMENT

Vice Chairperson Christoffersen called for public comment.

Local 3219 President Kate Shepard reported the following:

- Requested that the labor report be added back to the agenda.
- Local 3219 attended the Medic One Gala
- The annual food drive and Santa run is coming up mid-December
- Coats for Kids will also start in December
- Continuing talk of regionalization with our neighboring partners
- Labor management meets on Wednesday to continue talks on staffing.

The following were in attendance:

Board of Directors:

Tonya Christoffersen

Steve Muller *Zoom*

Michael Stevens *Zoom*

Kamille Norton *Zoom*

Mark James *Zoom*

Rick Ross *Zoom*

Staff Members:

Ned Vander Pol, Chief
Jeff Cole, Assistant Chief
Tom Maloney, Assistant Chief
Jennett Nielson, Deputy Chief
Chelsie McInnis, Finance Director
Steve Edin, Human Resource Director
Kim Adams, Human Resource Assistant
Mike Davis, IT Manager
Paula DeSanctis, Admin Assistant

Guests:

Noel Treat, District Attorney *Zoom*

MFD CONSENT AGENDA

- A. Approve minutes of the October 15, 2025, regular meeting
- B. Approve minutes of the October 30, 2025, budget workshop
- C. Approve October 2025 Financial Statements
- D. Approval of November Claims and Payroll:
 - i. MFD Expense Fund
Voucher Numbers 251103001-thru-251103205 \$ 482,339.03
 - ii. Capital Fund
Voucher Numbers 251102001-thru-251101007 \$ 29,460.25
 - iii. Apparatus Fund
Voucher Numbers 251101001-thru-251102003 \$ 11,598.03
 - iv. MFD Payroll (excluding benefits) \$1,718,823.03
- E. Approval of November EMS Committee Account Recommendations
 - i. Refunds Check Numbers 4506-thru-4509 \$ 2,148.13
 - ii. Charity/Bankruptcy/Small Balance \$ 5,186.84
 - iii. Collections \$ 39,371.31

Motion: To approve the MFD Consent Agenda
Made By: Stevens
Seconded By: Norton
Action: PASSED unanimously

PUBLIC HEARING

Vice Chairperson Christoffersen opened the Public Hearing at 7:24 pm.

Consider Resolution(s) for Marysville Fire District Regional Fire Authority related to the Adoption of the Budget, for the year 2026, setting forth in summary form the totals of estimated revenues and appropriations for each separate fund.

Finance Director McInnis reviewed the following Resolutions:

- A. **MFD – Resolution 2025-008** “A Resolution Adopting the 2026 Operating Budget and Levy Certification”
- B. **MFD – Resolution 2025-009** “A Resolution Authorizing the 2026 EMS Levy”

Vice Chairperson Christoffersen solicited public comment. With none given, the Public Hearing closed and returned to the open public meeting at 7:26 pm.



INFORMATION ITEMS

Communications: Nothing to report.

COMMITTEE REPORTS

Planning Committee: Nothing to report.

Personnel Committee: Nothing to report.

Finance Committee: Nothing to report

STAFF BUSINESS

Fire Chief Report: Chief Vander Pol reported the following:

- Captain Lauritzen and crew visited English Crossing Elementary presenting to over 100 kids.
- Captain McGowan and crew were at Grocery Outlet doing a food drive for the Food Bank.
- Emails sent to Board members and the Local regarding options to consider on staffing.
- Will be meeting with the consultant from BCS on the initial results of response data analysis.
- Jessica from Athinka will be visiting all stations this week.

Operations Report: Chief Cole reported on the following:

- We have received both the new engines. The shop crew is working on the placement of all the equipment. They should go into service next month.
- Both our water rescue trucks are now operational. Crews are in the process of breaking in the new boats.
- Vacation/Debit signups are underway.
- The hot water tank at Station 62 burst. Clean up has begun, sheet rock restoration should begin next week.
- Estimated return of the ladder truck is mid-January.

Overtime Report:

October 2025	Dollars	Total Hours	Sick Leave Used
Full-time	\$ 297,552.80	3,690.08	2,138.25
Month Total	\$ 297,552.80	\$ 3,690.08	\$ 2,138.25
YTD Totals	\$ 2,199,439.48	\$ 26,892.42	\$ 20,476.60

Human Resources/Personnel Report: Human Resources Assistant Kim Adams reported the following:

- We have five employees out on intermittent FMLA, five out on long term disability, and one out on short term disability, and three on light duty.
- Two offer letters were sent out last week for lateral firefighter/paramedic.
- We will be testing 85 in early December to establish an entry level list.
- We are interviewing eight applicants next week for the administrative assistant position.
- Open enrollment is open and going well

Fire Prevention Report: Assistant Chief Maloney had nothing more to report.

Finance Report: Finance Director McInnis reported the following:

- State fiscal year 2025 GEMT cost report is complete and ready to submit, due November 30th.
- Our SAO 2024 accountability and financial audit is underway.
- Our accounts payable transition is right on track.

Legal Counsel Report: District Attorney Noel Treat had nothing to report.

OLD BUSINESS

None

NEW BUSINESS

Agenda Bill: MFD Resolution 2025-008 “A Resolution Adopting the 2026 Operating Budget and Levy Certification”

Motion: To Approve Resolution 2025-008 the Adopting the 2026 Operating Budget and Levy Certification
Made By: Stevens
Seconded By: Ross
Action: PASSED unanimously

Agenda Bill: MFD Resolution 2025-009 “A Resolution Adopting the 2026 EMS Levy”

Motion: To Approve Resolution 2025-009 Adopting the 2026 EMS Levy
Made By: Stevens
Seconded By: Norton
Action: PASSED unanimously

Agenda Bill: MFD Administrative Assistant – Training/EMS

The Administrative Assistant – Training/EMS is a new classification approved by the Marysville Fire District Fire Board for the 2026 budget. Th position nis a non-union/non-exempt position that will provide para-professional and administrative support to both the Training and EMS Divisions. A full job description was included in the board packet.

Motion: To Approve the new Administrative Assistant – Training/EMS Job Description as presented by Staff
Made By: Stevens
Seconded By: Muller
Action: PASSED unanimously

Agenda Bill: First Responder Mental Health – PeerConnect Contract

Establishing a partnership between First Response Mental Health and the Marysville Fir District to improve and streamline access to mental and wellness for all current and retired MFD employees.

Motion: To Approve the First Response Mental Health 2-year professional service contract for PeerConnect services.
Made By: Stevens



Seconded By: James
Action: PASSED unanimously

Agenda Bill: TCA Architecture A&E Services Contract Award – Station 63 Replacement Project

Looking for authorization for the award and execution of an architectural and engineering services contract with TCA Architecture for the Station 63 replacement project.

Motion: To authorize the award and execution of the TCA Architecture A&E Services Contract for the replacement of Station 63.
Made By: Ross
Seconded By: Muller
Action: PASSED unanimously

CALL ON BOARD

Muller – Thanked everyone for the budget adoption. Looking forward to working with the new architects. Happy Thanksgiving.

Norton – Thanks for the great working in the community. Wished everyone a happy Thanksgiving.

Stevens – Thanked Chelsie and admin staff for the hard work on the budget. Thanked the Local for the contribution of coats for kids in the community.

James – Appreciates Chief sending out the email with staffing options.

Ross – Thanked everyone for another outstanding budget. Happy Thanksgiving.

Christoffersen – Shared that the full board recognizes and appreciates all the work done by the local and staff.

ADJOURNMENT

Vice Chairperson Christoffersen called for a motion to adjourn the November 17, 2025, special meeting.

Motion: To Adjourn the November 17, 2025, special meeting
Made By: Muller
Seconded By: Norton
Action: PASSED unanimously

With no further action required, The November 17, 2025, special meeting adjourned at 6:50 pm.



Ned Vander Pol
District Secretary

12/18/2025

Date approved





Fire Prevention Report

Prepared by: Thomas Maloney, Assistant Chief/Fire Marshal

November 17, 2025

- The total fire loss for 2025:
We responded to 26 fire incidents that were investigated to date in 2025. The total estimated property pre-fire value is over \$137 million, with an estimated fire loss of over \$1.9 million.
- The new middle housing codes were adopted and we are grateful for all of our partners who made this happen. I would also like to thank the City Council for adopting what was presented.
- We are starting to research other inspection programs that will interact with our current reporting programs. This is just a fact finding portion at this time. Our goal is to be the same or similar to others.

2025 Inspections

FMO Annual Business Inspection by Quarter 10/31/2025			
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	8
Assigned	19	65	78
% Complete	68%	2%	10%
Q4			
Complete			
Assigned	2	16	38
% Complete			

2025 - Monthly Inspection Report Through 10-31-2025

	A Shift Vander Veen* Pierce*	B Shift	C Shift Hopp*	D Shift Carbary
Q1	Complete Total Assigned % Done	27 27 100%	19 23 83%	21 23 91%
Q2	Complete Total Assigned % Done	4 25 16%	22 25 88%	17 22 77%
Q3	Complete Total Assigned % Done	3 23 13%	22 25 88%	8 26 31%
Q4	Complete Total Assigned % Done	5 18 28%	0 22 0%	10 20 50%

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	A Shift Campbell	B Shift Burlingame	C Shift Tucker Jr	D Shift McGowan
Q1	Complete Total Assigned % Done	12 12 100%	11 11 100%	10 12 77%
Q2	Complete Total Assigned % Done	12 12 100%	12 12 100%	9 13 69%
Q3	Complete Total Assigned % Done	13 13 100%	0 13 0%	7 10 70%
Q4	Complete Total Assigned % Done	8 9 89%	0 13 0%	5 11 45%

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Q1 Summary	A Shift	B Shift	C Shift	D Shift
	69%	93%	89%	89%

Q2 Summary	A Shift	B Shift	C Shift	D Shift
	75%	80%	65%	86%

Q3 Summary	A Shift	B Shift	C Shift	D Shift
	53%	47%	46%	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	0 9 0%	0 14 0%	0 10 0%

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	A Shift Brooke*	B Shift Kuehn	C Shift Bailey	D Shift Williamson
Q1	Complete Total Assigned % Done	9 12 75%	8 8 100%	11 14 79%
Q2	Complete Total Assigned % Done	10 12 83%	15 15 100%	10 14 86%
Q3	Complete Total Assigned % Done	9 15 60%	8 8 100%	10 12 83%
Q4	Complete Total Assigned % Done	0 10 0%	0 11 0%	0 9 0%

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Q4 Summary	A Shift	B Shift	C Shift	D Shift
	29%	0%	24%	22%

Overall Average	A Shift	B Shift	C Shift	D Shift
	66%	73%	67%	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	0	0	0	0	0	0	0	0	\$ -	\$ -
November	2	1	0	1	0	2	0	0	\$ 29,214,200.00	\$ 115,000.00
December										
Totals	26	18	1	6	14	3	3	2	\$137,058,389.00	\$1,992,119.00

