MEETING MINUTES
MARYSVILLE FIRE DISTRICT
BOARD OF DIRECTORS' MEETING
August 19, 2026 – 6 pm – MFD St. 62 / Zoom

CALL TO ORDER

Chairperson Muller called the August 19, 2026, MFD meeting to order at 6:00 PM.

PUBLIC COMMENT

Chairperson Muller opened the floor for public comment, and none was given.

The following were in attendance:

Board of Directors

Steve Muller
Kamille Norton *(zoom)*
Michael Stevens
Rick Ross
Tonya Christoffersen
Mark James

Staff Members:

Ned Vander Pol, Fire Chief
Jeff Cole, Assistant Chief of Operations
Tom Maloney, Assistant Chief Fire Marshal
Jennett Nielson, Deputy Chief
Chelsie McInnis, Finance Director *(zoom)*
Kim Adams, HR Director
Mike Davis, IT Manager
Josh Farnes, Fleet and Facilities Supervisor
Taylor Matsumura, Administrative Assistant

Guests:

Noel Treat – District Attorney *(zoom)*

Chairperson Muller requested a motion to approve the agenda for the August 19, 2026, MFD Regular Board Meeting.

Motion:	To approve tonight's MFD Regular Board Meeting agenda.
Made By:	Christoffersen
Seconded By:	Ross
Action:	PASSED unanimously

Approved Initials

MFD CONSENT AGENDA

A. Approve minutes of the July 1, 2026, Planning Committee Meeting
B. Approve minutes of the July 15, 2026, MFD Board Meeting
C. Approve minutes of the July 30, 2026, Finance Committee Meeting
D. Approve minutes of the August 4, 2026, MFD Board Workshop
E. Approve July 2026 Financial Statements
F. Approval of August Claims and Payroll:

i. MFD Expense Fund		
Voucher Numbers – 260803001 thru 260803088	$	547,167.12
EFT Transaction Numbers – 2011 thru 2014	$	16,651.44
Voided Check Number: 5464	$	1,502.40
Re-Issued Check Number: 5603	$	1,210.55
ii. Capital Fund		
iii. Voucher Numbers – 260802001 thru 260802003	$	312,279.13
EFT Transaction Number – 2006 thru 2007	$	20,197.21
iv. Apparatus Fund		
Voucher Numbers – 260801001 thru 260801002	$	851.41
EFT Transaction Number – 2003	$	1,379.21
v. MFD Payroll (excluding benefits)	$	2,524,073.39

G. Approval of August EMS Committee Account Recommendations

i. Refunds Check Numbers – 4547 thru 4562	$	4,486.21
ii. Charity/Bankruptcy/Small Balance	$	6,266.35
iii. Collections	$	44,221.97

Motion: To approve the MFD Consent Agenda in its entirety.
Made By: Ross
Seconded By: Christoffersen
Action: PASSED unanimously

INFORMATION ITEMS

Communications: Nothing to report.

COMMITTEE REPORTS

Planning Committee: The Planning Committee met on July 1, 2026, to discuss the status of the Station 63 construction and planned improvement projects at Station 61.

Personnel Committee: Nothing to report.

Finance Committee: The Finance Committee met on July 30, 2026, to discuss Q2 financial trends. The Finance Committee will meet on September 29, 2026, for the 2027 preliminary budget review.

Operations Committee: Nothing to report.

Approved Initials SM

STAFF BUSINESS

Fire Chief Report: Chief Vander Pol reported the following.

- The Open House at Station 65 was successful. Appreciation was extended to the officers, crew, and the Public Information Officer for their efforts. The event provided life jackets, helmets, and Narcan to attendees.
- A portable fire extinguisher training prop is planned for purchase to support the CERT program. A budget reallocation within the Public Information budget was recommended to cover this expense.
- The district is evaluating the potential use of Dark Horse, a data analytics company, in collaboration with neighboring fire districts. Their system offers robust analytics designed to ensure effective and appropriate use of district resources.

Operations Report: Assistant Chief Cole shared the following.

- The ladder truck has returned to service. Crews were given time to complete training on the apparatus before reintroducing it into the fleet.
- Software radio updates are ongoing, with appreciation expressed to Mike Davis for his support and efficiency throughout the process. The updated radio software enhances support for police radio traffic and improves security across police radio frequencies, while still allowing effective communication during larger multi-jurisdictional responses.
- Paving work at Station 61 is approximately halfway complete.
- Aid 63 went into service on July 1. The department continues to evaluate its impact on overall response patterns.
- Board Member Ross asked about the increase in overtime in August. Chief Cole explained that overtime is being used to staff Aid 63. Many vacancies are the result of personnel accepting positions with neighboring districts. Influx of 14 new hires, the majority of which will be at the academy from September – December 2026.
- Board Member Ross asked about plans related to captain overtime and vacation accommodations. Chiefs Vander Pol and Cole noted that vacation grants are selected one year in advance and are determined by seniority.

Overtime Report:

July 2026	Dollars	Total Hours	Sick Leave Used
Full-time	$ 325,372.55	3,863.84	1,700.50
Month Total	**$ 325,372.55**	**$ 3,863.84**	**$ 1,700.50**
YTD Totals	$ 1,609,185.29	$ 19,272.27	$ 14,874.33

Approved Initials [signature]

Human Resources/Personnel Report: HR Director Adams reported the following.

- **Leave:** Six employees are on intermittent FMLA, and two out on short-term disability.

- **Testing and Onboarding:**
  - There are six candidates for the Captain promotional testing scheduled for September 1st and 2nd.
  - We have hired one lateral medic, two entry-level medics and 11 entry-level firefighters who will be attending the academy in September.

Fire Prevention Report: The Fire Prevention report was included in the Board packets. Assistant Chief Maloney had no additional comment.

Finance Report: Finance Director McInnis confirmed that the preliminary budget workshop for the Finance Committee is scheduled for September 29, 2026, and the 2027 Budget Workshop for the full Board is scheduled for October 29, 2026. Work on the 2027budget is currently underway and going well.

Legal Counsel Report: Nothing to report.

OLD BUSINESS

None

NEW BUSINESS

Agenda Bill: Request for Leave without Pay

Firefighter Hasse has requested a one-year leave of absence without pay after accepting a lateral position with Snohomish Regional Fire & Rescue. In accordance with Article 41 of the Collective Bargaining Agreement, Firefighter Hasse submitted a formal request to the Fire Chief seeking Board approval for the leave.

Motion:	To deny firefighter Hasse's request for leave without pay.
Made By:	Ross
Seconded By:	Christoffersen
Action:	PASSED unanimously

Agenda Bill: Regional Integration Committee

The Guiding Principles and Initial Work Plan draft document provides the initial framework for the discussion and organization of the Regional Integration Committee (RIC) between Marysville Fire District and Snohomish Regional Fire and Rescue (SRFR). Two commissioners/board members are to be appointed by each of the organizations.

Approved Initials WM

Board Member Michael Stevens requested an amendment to the draft under Committee Membership to specify "Two Commissioners/Board Members" instead of "Two Commissioners." Chief Vander Pol also noted that Local 3219 has requested the inclusion of a union representative on the Committee. This addition will need to be incorporated into the document and will require agreement from SRFR. Chief Vander Pol will include the recommended edits and will also coordinate with SRFR to obtain mutual agreement on the proposed amendments.

The Board agreed to appoint two commissioners/board members to serve as representatives on the Regional Integration Committee, pending further review and evaluation of the current committee assignments and member availability.

Motion:	To approve the Guiding Principles and Initial Work Plan, as amended.
Made By:	Ross
Seconded By:	Christoffersen
Action:	PASSED unanimously

CALL ON BOARD

***ROSS*:** Kudos were extended to the Fire Chief and crew for coordinating a successful Open House at Station 65.

***JAMES*:** Nothing to add.

***STEVENS*:** Board Member Michael Stevens asked Chief Vander Pol how the Station 65 Open House was promoted. Chief Vander Pol responded that the event was advertised on the Station 65 reader board as well as through MFD social media platforms.

***NORTON*:** Nothing to add.

***CHRISTOFFERSEN*:** The Board expressed appreciation for the Chief's report and was pleased with the successful turnout at the Station 65 Open House.

***MULLER*:** Nothing to add.

EXECUTIVE SESSION

Chairperson Muller called for a 10-minute executive session at 6:30 PM for the following

A. To review the performance of a public employee Pursuant RCW 42.30.110(1)(g)
B. To discuss with legal counsel pending litigation Pursuant RCW 42.30.110(i)

We will return to the open public meeting at 6:40 PM.

RECONVENE

The open public meeting was reconvened at 6:40 PM.

Approved Initials ________

ADJOURNMENT

Chairperson Muller called for a motion to adjourn the August 19, 2026, regular meeting.

Motion:	To adjourn the August 19, 2026, regular meeting
Made By:	Ross
Seconded By:	Christoffersen
Action:	PASSED unanimously

With no further action required the August 19, 2026, regular meeting adjourned at 6:45 PM.

NVP

Ned Vander Pol
District Secretary

9/16/2026

Date approved

Approved Initials VM