

Pierce County Fire District 23

Board of Commissioners' Regular Meeting

Oct 13th, 2025

The Board of Commissioners for Pierce County Fire District 23 met at 7:01 p.m., Monday, Oct 13th, 2025 at Station 87. Those present included Chairman Claudia Frey (Virtually), Commissioner Joe Koehler, Commissioner Tom O'Haver, Chief Matt Medford and District Secretary Kate Smith. Minutes of the Sept meeting were unanimously approved as written.

There were no items of public comment.

The secretary presented investments and cash on hand overall for Pierce Co. Fire 23 as of the end of September 2025. The secretary led a refresher for the overall payroll items that have been discussed in prior meetings. First item noted was that Chief is now being paid a wage per hour (he does not receive an overtime rate; just a flat rate) vs a salary and he is actively trying to reduce his vacation (which is a large liability on Pierce Fire 23's balance sheet). Next, payroll over all has been entered in appropriately and overrides that were part of the past have been corrected; housing allowances are approved for Joseph and Chief which now consistently do include utilities. Legal was consulted for the housing allowance and agreements. Volunteers now besides a transport fee are being paid stipend points also. For continuity of services it was approved that \$20,000 would be maintained in our KeyBank account for payroll of the 3 employees and health insurance also. The transfer request from Pierce Co. 23's continuity of services. Also, to further internal controls and communication with employees and volunteers, all pay stubs are put out for employees on a shared drive. Chairman Frey did inquire if Chief would be able to take some vacation at some point besides just being paid out for his vacation.

The Chief read his report. September was an above average month for PCFD #23; however we did not set a record but had some very busy days and critical calls. The relationships between Pierce Co 23 and other agencies continue to develop and build positively. Chief expressed gratitude to the instructors of the IV course including our own Beth McQueen for her sharing of knowledge and supporting those in the class

outside of the classroom (Beth was not an instructor of the course but did support all of our crew that was in the class).

Chief reported that he attended the following meetings: Lewis County Chiefs Meeting, Pierce County Fire Chief's Meeting, Pierce County Fire Chief's E-board Meeting, Pierce County EMS meetings, Pierce County Opps Meeting with ss911 and EPIC/USGS Char working towards lahar preparedness.

Old Business:


- The additional credit card was tabled for the time being
- WSDOT letter
- Employee Contracts are with legal for review

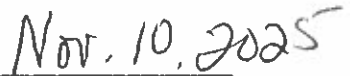
New Business:

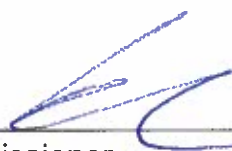
- Chief is actively working through contracts with legal (Eric Quinn) for providing sites (Alder) for cell phone towers. Chairman Frey was ok with Chief being the signer for this contract as long as legal suggests this. The commissioners will follow what legal suggests for this.
- Sound South Public Safety Advisory Board - Southsound 911 - PSCOC ; Chief asked the Commissioners if they would be ok with him becoming part of this board.
- Pierce Co Radio Fees - Chief presented a reduced proposal for payment for this bill. Various questions were asked around the radio system including the various different systems, what we have paid in history and if we have gotten the opinion of legal. The Chief recommended the Commissioners were directed not to sign the agreement. He also gave some history around the fees and that a "bait a switch" occurred for the department and was given to the public. Chairman Frey agreed to pay in solidarity with other departments; and she suggested seeking advice from legal counsel about this. Chairman Koehler noted concerns about liability and the county suing us and / or services being turned off. The Commissioners agreed to paying this lower rate if the items noted were addressed - in the following month.

Questions around vouchers were addressed. Vouchers for the month were approved as presented.

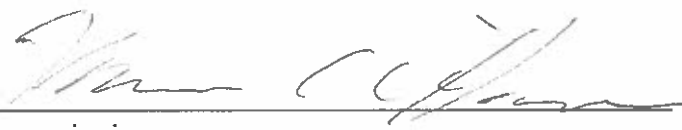
The board adjourned at 7:41 p.m.


Chairman


Date



Commissioner



Commissioner

Chief's Report
October 2025

General:

- This last month was “above average” call numbers typically found in October. Thank you to everyone who is responding and contributing to carrying the load.
- Participated in a “Trunk or Treat” hosted at Whittaker's Bunkhouse, a lighter attendance event this year likely due to the excessive rain from a pineapple express. The crew hosted approximately 30 kids and 12 Trunks set up. Pierce County Fire District 23 skeleton crew arrived with Engine 87 passed out candy and poised ready to respond.
- Hosted Eatonville food bank. Last trip out for the year. As they don't come out during the inclement weather.
- IFSAC Testing FF1 at Buckley
- Assisted with the application process for Paramedic students at Pierce College interview panel.
- Study session with Southsound Board
- Several members went on the Dam Tour to get a better understanding of it's layouts in case of response to the Dams.

Facilities:

- Utility truck still in upfitting.
- Tender back from shop for annual service.

Responses:

	32	
• EMS:	26	
• Fire:	4	(1 mutual aid to SPFR)
• Other:	2	
• Year to Date:	373	
• Last Year Comparison:	26/347 (October 2024)	27/346 (October 2023)
• Ambulance Runs:	6 D23 Transports	(8 for Oct 2024) (6 for Oct 2023)
	3 South Pierce	(2 for Oct 2024) (3 for Oct 2023)
	9 Total Transports	

Meetings Attended:

- Lewis County Chief's Meeting
- Pierce County Chief's Meeting
- Pierce County EMS
- PILT Meeting with Pierce County Councilmembers.
- EMS Meeting with Arbor Health Hospital

Respectfully, Chief Medford