



Clallam County Fire District 3

Motto: Serve, Respect, Prevent and Protect

BOARD OF COMMISSIONERS – MEETING MINUTES

April 21, 2026

Chairman Miano called the Board of Commissioners Meeting for Clallam County Fire District 3 to order at 1:00 p.m. via the Zoom App and in person at 255 Carlsborg Road in Sequim. Present were: Commissioners Jeffrey Nicholas, Mike Mingee and Bill Miano, Fire Chief Justin Grider, Deputy Chief Tony Hudson, Finance Manager Misty Shaw, District Secretary Lori Coleman, Battalion Chief Chris Turner, Maintenance Supervisor Tharin Huisman, Captain Bryan Swanberg, Firefighter/Paramedic Jeremy Long and Brent Lovell, Firefighter/EMTs Jon Donahue and Ryan Hueter, Volunteer Blain Zechenelly, reporter Matt Nash, and Citizens Beau Sylte, Donna Stoffel, John and Jennie Viada, Charles Meyer, Ernylee Chamlee, Sherrel Miller, Stevie Borggard, Justine Donahue, Mary Boyce, Quinn Lovell, and Megan Black. Online were: Administrative Assistant Caity Karapostoles, Captain Marc Lawson, Firefighter/Paramedic Jeremy Church, Community Paramedic Mark Karjalainen, Firefighter/EMT Bo Pinnell, ST 37, iPhone 8, Facilities Technician John Brygider, JS, and Firefighter/Paramedics Steve Oberly and Hayden Pyle.

Changes to the Agenda – Chairman Miano requested that Agenda Item 1 be moved before Public Comment.

Agenda Bill 1: Proclamation 2026-03 – Serve Washington, the Governor’s appointed commission, is dedicated to promoting and strengthening volunteerism across Washington State. Through the Washington State Volunteer Service Awards, the commission recognizes and celebrates the many acts of service and kindness demonstrated by individuals, families, and organizations throughout the state. Chief Grider presented Donna Stoffel with a proclamation in recognition of her selection as a recipient of this prestigious award for her volunteer service with the Eastern Clallam County Community Emergency Response Team. Each year, this honor is awarded to a single individual who exemplifies exceptional dedication and commitment to serving their community. **INFORMATION ONLY. NO ACTION TAKEN.**

PUBLIC COMMENT – Chairman Miano read aloud the Public Comment Guidelines to the audience.

Two public comments were made.

First, Beau Sylte spoke regarding District call volume, staffing, and comparable agencies. He stated that he is a resident, voter, and former member of the District, and that he cares deeply about the District’s success. He reported that call volume has increased considerably and said the District often has limited available units. He expressed hope that the Board will provide a plan and vision for how the District will manage the increased call volume in order to support both firefighters and the community. He also referenced departments with comparable call volumes and urged the Commissioners to plan for significant growth in staffing and resources to meet increasing demand. He added that the District is in a unique position and that the Board and staff have the authority to make decisions that will improve service.

Second, Jon Donahue spoke regarding bonds. He stated that he is the Vice President of Local 2933 and was speaking on behalf of the staff he represents. He urged the Commissioners to remain open to the possibility of pursuing a bond, stating that he believes it is the Board’s responsibility to identify funding sources and support the District’s growth. At this time, he does not feel that is occurring and

said there is significant concern and frustration among the labor group. He stated that their goal is to work together to make the District as functional, well-staffed, and serviceable as possible. He added that, while he understands tax increases can be difficult, he believes it is the Board's responsibility to help make that happen. He said he supports the community and respects the Commissioners personally, but currently feels underserved and underappreciated.

CONSENT AGENDA

- 1.) Regular Meeting Minutes, April 7, 2026.
- 2.) Claims
Accounts Payable Claim check numbers 113646 through 113692 dated April 21, 2026, totaling \$310,103.11, Payroll EFTs and IRS Deposit for Monthly Payroll dated April 10, 2026, totaling \$1,057,156.25, and Payroll EFTs and IRS Deposit for Monthly Draw and Quarterly Volunteer Points dated April 24, 2026, totaling \$23,731.12 for a disbursement grand total equaling \$1,390,990.48
- 3.) Volunteer Pay 2026-Q1 totaling \$30,185.00

Commissioner Miano moved, and Commissioner Nicholas seconded to approve the Consent Agenda as presented. **MOTION CARRIED.**

Next Meeting – May 5, 2026 – Regular Board Meeting

- Commissioner Mingee requested that staff give an update on Service Delivery and Staffing minimums.

GOOD OF THE ORDER**Chief Grider reported –**

- He is working with West Sound on a position description for the HR Manager.
- He confirmed with ORCAA that there is no intent to completely ban outdoor burning.
- Reminded everyone that Captain VanDeWege's retirement ceremony is April 22nd, 2026 at 4pm at Station 34.

Commissioner Miano reported –

- Gave an update on the Region 9 meeting the commissioners attended on April 11th, 2026. He reported that there was discussion about timber tax revenue, GIS/Call tracking, data collection, Darkhorse software and the new Fire Chief from Spokane spoke.

Commissioner Mingee reported –

- Thanked the families that attended today's meeting.
- The RAC is sending the District a letter to determine whether it is interested in joining a timber tax lawsuit; all junior taxing districts will be included.
- He should have an update from Aetta at the next meeting.

Battalion Chief Reports – BC Turner reported -

- 862 Incidents were logged in the month of March.
- Prevention activities were robust in March.
- He took a webinar on data analysis and has held shift training on this to improve data collection.
- Training held a live fire burn exercise on 3rd Ave; it was well attended and many good lessons were learned.
- Five new hires have been assigned to shift, and two remain at the Kitsap fire academy.
- C-Shift Battalion Chief report included a lot of data analytics and comparisons with years past.
- There was an MIH-CP story included.

Agenda Bill 2: Continued Discussion on Future Construction of a New Station 33 – Commissioner Mingee reported that he anticipates the new construction will cost approximately \$5 million to \$6 million. He noted that the District has sold several pieces of property and currently has \$1.5 million in the capital fund, and he would like to gauge the interest of the other Board members in pursuing a 20-year loan. He stated that he believes the loan payments would amount to roughly 2.1% of annual revenue. Finance Manager Misty Shaw reported that a direct bank placement loan would be in the District's best interest and that a detailed scope of work would be required in order to move forward with financing. Commissioner Mingee also stated that when previous properties were sold, a promise was made to residents that the proceeds would be used for a new Station 33, and he intends to follow through on that promise. **INFORMATION ONLY. NO ACTION TAKEN.**

Agenda Bill 3: Johnston Home – Chief Grider reported that staff consulted with legal counsel and confirmed that the District may complete the house removal using current staff, which would reduce the overall cost of razing the property. He added that the project would still involve permitting fees, possible asbestos abatement, and dump fees. Commissioner Nicholas declined to make a motion without a complete breakdown of the costs associated with using District staff to raze the property. Commissioner Miano moved to authorize the Fire Chief to proceed with razing the structures and securing the yard on the District's property at 305 S. 5th Ave.; the motion died for lack of a second. Commissioner Mingee then moved to table the discussion until additional information on demolition was available but later rescinded the motion. The Board agreed to revisit the topic once hard cost information is brought back for review. **INFORMATION ONLY. NO ACTION TAKEN.**

Agenda Bill 4: Q1 2026 Financial Reports – Finance Manager Misty Shaw reported that property tax revenues are received primarily in April and October, with collections slightly below the prior year but not significantly. General Property Tax revenue increased due to the levy lid lift, timber sale revenue is higher than last year, and ambulance revenue is up due to increased transports, higher rates, and timing of receipts. Staff noted that first-quarter revenues are typically low and that expenditures currently exceed revenues by \$1.9 million, supporting the need for cash flow reserves. For expenditures, she reported that most expenditure categories are tracking as expected. Notable increases were seen in Administration, Suppression and EMS, Prevention, and Facilities due to higher operating costs, overtime, salary and benefit increases, and unresolved DRS audit refunds. Vehicle costs were lower than the prior year, and overall, first-quarter expenditures were higher primarily due to payment of the final engine balance. No additional concerns were noted. **INFORMATION ONLY. NO ACTION TAKEN.**

Commissioner Miano called for a 5-minute break at 2:30.

EXECUTIVE SESSION

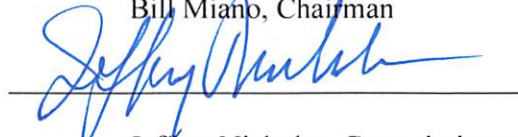
Chairman Miano called for an Executive Session beginning at 2:35 p.m., expected to last for sixty (60) minutes, returning at 3:35 p.m. under RCW 42.30.110 (c) - To consider the minimum price at which real estate will be offered for sale or lease when public knowledge regarding such consideration would cause a likelihood of decreased price, RCW 42.30.140 (4) - Collective bargaining sessions with employee organizations, including contract negotiations, grievance meetings, and discussions relating to the interpretation or application of a labor agreement; or that portion of a meeting during which the governing body is planning or adopting the strategy or position to be taken by the governing body during the course of any collective bargaining, professional negotiations, or grievance or mediation proceedings, or reviewing the proposals made in the negotiations or proceedings while in progress, and RCW 42.30.110 (g) to evaluate the qualifications of an applicant for public employment or to review the performance of a public employee. In attendance were Commissioners Miano, Mingee, and Nicholas, Fire Chief Justin Grider, Deputy Chief Tony Hudson and Megan Black. At 3:11 p.m., Commissioner Miano excused Megan Black. Commissioner Miano called the meeting back into Regular Session at 3:35 p.m. No decisions were reached during the Executive Session.

ADJOURNMENT


Commissioner Miano called for adjournment at 3:37 p.m.



Bill Miano, Chairman



Jeffrey Nicholas, Commissioner



Michael Mingee, Vice Chairman



Attest:

Lori Coleman, District Secretary