

Kitsap County Fire District #18
Board of Commissioners Meeting Minutes
January 28, 2026
Poulsbo Fire Department
Poulsbo, WA

REPRESENTATIVES IN ATTENDANCE:

David Ellingson	Commissioner	Jim Ingalls	Commissioner
Jeff Uberuaga	Commissioner	William Whiteley	Commissioner
Darryl Milton	Commissioner	Jim Gillard	Fire Chief
Shane Anderson	Deputy Chief (DC)	Nichole Sawyers	Administrative Director (AD)
Amy Strzalka	Finance Director (FD)	Captain	Brian Ramey

Call to order: Meeting was called to order by Commissioner Ellingson at 4:00 p.m.

Approval of agenda: Would like to request the board cover item number 45 to 12

Commissioner Uberuaga moved to approve the 01/28/2026 agenda as amended. Commissioner Whiteley seconded. Motion was carried with a unanimous vote to approve the 01/28/2026 agenda as amended. Passed.

Public Comment: None

Executive Session: None Requested

Action Items:

- 1. Consent Agenda:** All matters listed within the Consent Agenda have been distributed to each member of the Commission for reading and study, are considered routine, and will be enacted by one motion of the Commission with no separate discussion. If separate discussion is desired, that item may be removed from the Consent Agenda and placed on the Regular Agenda by a Commission Member or by citizen request.
 - a. January 14, 2026 Regular Meeting Minutes
 - b. Vouchers
 - c. Department Payroll (January 2026)

Commissioner Whiteley moved to approve the 1/28/2026 Consent Agenda. Commissioner Milton seconded. Motion was carried with a unanimous vote to approve the 1/28/2026 Consent Agenda. Passed.

- 2. Commissioner Payroll:** Commissioner Whiteley shared with the Board the totals for the January commissioner payroll, which totaled \$3,059.00.

Commissioner Whiteley moved to authorize the January commissioner payroll in the amount of \$3,059.00. Commissioner Uberuaga seconded. Motion was carried with a unanimous vote to authorize the January commissioner payroll in the amount of \$3,059.00. Passed.

Discussion Items:

- 1. Feasibility Studies (Station 72, Station 71 Fleet):** Chief Gillard gave no updates on the studies at this time as there needs to be more discussion on the final direction regarding the fleet facility.
- 2. Capital Bond Priorities:** Chief Gillard noted the necessity for the District to begin drafting a resolution to seek a capital bond. The District aims to utilize capital bond funds for replacing the roofing at Station 77, acquiring a new engine and medic unit, and establishing a new facility for fleet maintenance. The District intends to pursue this in the primary election. The board has agreed to proceed with drafting a resolution to present a capital bond in the 2026 primary election. Commissioner Ingalls inquired about a detailed financial breakdown of these items. Chief Gillard will gladly provide the current cost projections.

3. **Impact Fees:** Chief Gillard is still working on gaining support from Kitsap County for the District to charge impact mitigation fees on new construction. One-on-one meetings are needed to provide education and gain support to ensure this initiative's success.
4. **Marine 75:** Chief Gillard provided an update on the status of Marine 75 repairs, highlighting the need for a decision. Captain Ramey noted that over \$42,000 is required to bring the vessel to optimal condition. The District aims to make essential repairs instead to ensure the vessel remains functional. Last year, there were approximately 57 total dispatches for our marine units. Commissioner Uberuaga inquired about the possibility of acquiring a less expensive marine unit for the services provided. Captain Ramey discussed market conditions and long-term planning to maintain service provision. Chief Gillard emphasized the need to prepare and provide safe service, even though it is not mandatory, ensuring any vessel used is safe for personnel. Commissioner Ingalls questioned whether the canal should be covered, and if so, stressed the necessity of a reliable vessel. He also mentioned the importance of timing and logistics. Captain Ramey reported working with the Lofall community to ensure safe storage of our marine units. He discussed operational options, such as using our larger marine unit to cover both areas, but noted that the boat is too large to be trailered on main roads due to its size. Commissioner Ingalls additionally suggested considering renting a trailer for a few months. Chief Gillard asked the board if they supported using the insurance funds to complete minor repairs on the vessel, estimated to cost under \$8,000.

Commissioner Ingalls moved to authorize the District to accept \$41,138.66 in insurance funds for targeted repairs on Marine Unit 75 and to purchase an additional marine vessel. Commissioner Whiteley seconded. Motion was carried with a unanimous vote to authorize the District to accept \$41,138.66 in insurance funds for targeted repairs on Marine Unit 75 and to purchase an additional marine vessel. Passed.

5. **Purchase of a New Marine Unit:** Captain Ramey updated the board on the search for a suitable vessel. Based on the 3rd party survey, the previously considered vessel was not cost-effective. An alternative vessel has been identified, which meets the established criteria, and is being recommended for consideration after a review by Capt. Ramey, Commissioner Whitley, and FM Bartholomew. Based on the condition and value of this vessel it is expected to exceed the amount authorized in resolution 25-10. The board has directed Chief Gillard, with the oversight of Commissioner Uberuaga, to enter into negotiations with the seller to determine a price and survey of the vessel. If the purchase price exceeds the \$150,000 authorized in resolution #25-10, the board will consider an amended resolution.

Commissioner Ingalls moved to authorize the District to make a purchase offer on a new marine unit not to exceed \$185,000.00, this will be contingent on surveys. Commissioner Uberuaga seconded. Motion was carried with a unanimous vote to authorize the District to make a purchase offer on a new marine unit not to exceed \$185,000.00, this will be contingent on surveys. Passed.

Informational Items:

1. **Staffing/Hiring:** AD Sawyers provided an update on staffing. The current firefighter recruitment brought in over 130 applications. The District will be selecting those for in-person interviews Thursday 1/30/2026.
2. **Facilities:** Chief Gillard discussed the current status of Station 76 as it is nearing completion. The District has also begin the bid process for the Station 71 Upstairs Remodel with the site walk thru to begin 02/02/2026. Bid submittals are to be turned in 02/23/2026.
3. **Apparatus:** Chief Gillard announced the new ladder truck has arrived and is being outfitted. Training is scheduled for late February, with service expected by mid-March. Commissioner Ingalls inquired about its appearance, and DC Anderson provided updates.

4. **Financial Report:** FD Strzalka reviewed the year-end budget for 2025. The District received approximately \$1.3 million in GEMT revenue, which included the final settlement for 2022 and a partial settlement for 2024. Total revenues were about \$18.8 million, about 10% more than budgeted. Total expenditures amounted to \$20.4 million, resulting in the District being under budget by about 4%. FD Strzalka provided a detailed breakdown of both revenues and expenditures.
5. **Overtime Report:** DC Anderson reviewed the year-end overtime budget, which showed an 11 percent overage compared to the projection. December concluded with a higher-than-normal overage of over \$80,000.00.
6. **Operations Report:** DC Anderson reported that in December, the District handled 426 calls, provided aid 22 times, and received aid 27 times. The annual call volume was 4594, with 72% EMS-related and 28% fire-related. Chief Anderson also mentioned that the new station has improved service delivery times.

Commissioner and Staff Comments:

Commissioner Ellingson: Attended a Washington Fire Commissioner Association meeting Saturday with discussion pertaining to healthcare.

DC Anderson: Looking more into file for life. Still working on seeing how to incorporate with the crews.

FD Strzalka: Discussed the increase in LNI rates which were increased 37% which is about 12% over projected. Sitting

Chief Gillard: Currently working with the EMS Council and the new sales tax laws that have been implemented.

Public Comment: No public comment.

Good of the order:

Next Regular Meeting **Wednesday, February 11, 2026 at 16:00**

Kitsap County Fire Commissioner Meeting, **Tuesday, February 24 , 2026 at 19:00 via Zoom™**

Adjourn: The regular meeting was adjourned by common consent at 5:47 p.m.

ATTEST:

Nichole Sawyers, Kitsap County Fire District #18 Board Secretary