

S.E. THURSTON FIRE AUTHORITY BOARD OF FIRE COMMISSIONERS

REGULAR MEETING MINUTES October 8, 2025

MEMBERS IN ATTENDANCE:

Commissioner Jonathan Sprouffske
Commissioner Steven Slater
Commissioner Dave Shepherd
Commissioner Stewart Kunkle

STAFF:

Fire Chief, Mark King
Office Manager, Janet Notarianni

GUESTS:

Captain, Dan Stewart
Fire Marshal, Matt Russell
Receptionist, Sheri Shindell

Commissioner Sprouffske called the regular meeting of the SE Thurston Fire Authority Board of Fire Commissioners to order at 5:00 pm.

Pledge of Allegiance

PUBLIC COMMENT:

(Meeting was available on Zoom platform)
None.

APPROVAL OF AGENDA:

Commissioner Kunkel made the motion to approve the agenda as published, seconded by Commissioner Shepherd. ***Motion Carried Unanimously.***

APPROVAL OF MINUTES:

Commissioner Kunkel made a motion to approve the Minutes from the September 10, 2025, regular meeting, and it was seconded by Commissioner Shepherd. ***Motion Carried Unanimously.***

Commissioner Slater made a motion to approve the date correction to the minutes from the August 14, 2025, Strategic and Capital Projects Workshop, it was seconded by Commissioner Kunkel. ***Motion Carried Unanimously.***

CORRESPONDENCE:

Local Official's Social-Save the Date postcard for October 29th, brought in by Commissioner Slater.

PRESENTATION:

None.

S.E. THURSTON FIRE AUTHORITY
REGULAR MONTHLY MEETING
October 8, 2025

OLD BUSINESS:

- Station 22 Project-
- Policy Review-
- Levy / Bond Planning- the team is meeting with Loomis group once a month, the next meeting is October 9, 2025.

NEW BUSINESS:

- Thurston County Treasurer Authorized Signature List- Commissioners Sprouffske, Slater, Kunkel and Shepherd signed the County EFT/warrant disbursement approval list as back up signers in the event the Office Manager and Fire Chief are unable. Commissioner Kunkel made a motion to approve it and it was seconded by Commissioner Shepherd. ***Motion Carried Unanimously.***
- Review of Resolution #2013-FA-08 Warrant Processing.
- WFCFA Proxy Vote collected by the Chair.

REPORTS:

- Fire Chief's Report - see Chief King's report attached.
- Thurston County Fire Commissioners Association - Commissioner Slater.
-The State conference and Snure Law Seminar coming up at the end of the month.

Vouchers:

Voucher Approval	
General Fund:	
250905001- 250905023	\$114,713.46
251001001- 251001018	\$23,889.63
251002001 251002015	\$49,361.68
251003001- 251003023	\$38,335.39
EFT'S:	
Payroll Direct Deposits	\$308,717.95
DRS	\$54,866.16
Taxes	\$62,030.49
	\$651,914.76

Balances as of September 30, 2025 (not available from the County at time of meeting)

General Fund Balance:

Bond Fund Balance:

Capital Projects Fund Balance:

Vehicle Replacement Fund Bal:

Donation Fund Balance:

Reserve Fund Balance:

Impact Fees Balance:

Commissioner Kunkel made the motion to approve payment of vouchers, seconded by Commissioner Shepherd. ***Motion Carried Unanimously.***

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GOOD OF THE ORDER:

- Breakfast with TCFD#17 2025- will be attended by Commissioner Kunkel, Tuesday, November 4th.

Adjournment: 6:04pm.

Next Meeting: Regular Meeting on Wednesday, November 5, 2025, at 5:00 pm

IN PERSON WITH ZOOM OPTION

S.E. THURSTON FIRE AUTHORITY

By 
Chair – Jonathan Sprouffske

By 
Fire Chief/District Secretary – Mark King