

**SOUTH WHIDBEY FIRE/EMS  
REGULAR MEETING  
5535 Cameron Road, Freeland, Washington  
May 10, 2012– 5:30 P.M.**

**Minutes**

In Attendance:

Chairman Kenon Simmons  
Commissioner Mike Helland  
Commissioner Bob Elliot  
Chief Rusty Palmer

In Audience: AC Busch, DVC Shields, LT Starkweather, Bill Stolcis, Paul Shimada, Gary Gabelein, Jim Adsley

- I. Call to Order – Chairman Simmons called the meeting to order at 5:30pm.
- II. Approval of Agenda – Commissioner Helland moved to approve the agenda; motion carried.
- III. Public Input – Chief Palmer submitted four documents of public input into the record.
- IV. Consent Agenda - All matters listed within the Consent Agenda have been distributed to each member of South Whidbey Fire/EMS’s Board of Commissioners for reading and study. They are considered to be routine, and will be enacted by one motion of the Commissioners 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 request.
  - a. Approval of Minutes
    - i. Regular Meeting April 12, 2012
  - b. Finance Officer’s Reports –
  - c. Monthly Vouchers –
    - i. Payroll Warrants – \$61,118.53
    - ii. Vendor Warrants - \$65,012.45
  - d. Chief’s Report
  - e. Resolution 2012-09 – canceling warrant

Commissioner Helland moved to approve the consent agenda; motion carried.

- V. Unfinished Business –
  - a. Lid Lift – Chief Palmer announced two special meetings to discuss the potential of a lid lift; May 24<sup>th</sup> and May 30<sup>th</sup> at 7pm. No public input.
- VI. New Business –
  - a. Video Project Contract – bid award and approval of a contract for service to update the department’s recruitment/retention video. Chief Palmer recommended the board approve the contract with the winning bidder; Caven Keith for \$4800.00. Commissioner Helland moved to approve the contract; motion carried.
  - b. Grounds Maintenance Contract – bid award and approval of a contract for service for grounds maintenance at District facilities. Chief Palmer recommended the board approve the contract with the winning bidder; Whidbey Topsoil Inc. for \$9513.98. Commissioner Elliot moved to approve the contract; motion carried.
  - c. Burn Building Bid – Chief Palmer announced that two bids were received for the Burn Building but both were rejected for exceeding the budget. Chief Palmer will request the companies to take a second look at the bid for resubmittal within budget.
  - d. South Whidbey Marine Security & Resiliency Consortium MOU – reauthorization and approval of the current MOU for 2012. Chief Palmer recommended the board reauthorized the MOU for 2012.

