

**SOUTH WHIDBEY FIRE/EMS  
REGULAR MEETING  
5535 Cameron Road, Freeland, Washington  
July 10<sup>th</sup>, 2014 - 5:30 PM**

**Minutes**

In Attendance:

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

In Audience: AC Busch, DC Cotton, DC Beck, FF Gary Gabelein, Don Horner, Dave Hardesty, David Womsley, Mark Neilson

- I. Call to Order – Chairman Simmons called the meeting to order at 5:30pm.
- II. Pledge of Allegiance
- III. Approval of Agenda – Chief Palmer requested the Board change item A in New Business to include the Cultus Bay building roof replacement and item E under New Business to include resolution 2014-07 to adjust budget line items; motion carried.
- IV. Public Input – The Goss Lake Park Community Club requested the fire district help fund a new fire hydrant at Goss Lake. The hydrant would supply water for future fires in the Goss Lake community and potentially in other communities. The Board will allow GLPCC to make a proposal for the hydrant at the August meeting.
- V. 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 June 12<sup>th</sup>, 2014
  - b. Finance Officer's Reports
  - c. Monthly Vouchers –
    - i. Payroll Warrants \$58,985.63
    - ii. Vendor Warrants \$93,858.52

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

- VI. Unfinished Business –
  - a. Thompson Rd Property update – the property has closed and the District has received payment for the transaction on 7/10/14.
  - b. Bayview Fire Station update – Chief Palmer gave an update on the project. Carletti Architecture is working on the plan changes based on staff concerns. Funding is still being researched as a government loan, plans and contract must be completed before funding can be completed. Building costs are stable with the estimates given.

- VII. New Business –

- a. Bid and Contract Awards: Chief Palmer requested the board approve the bid awards and authorize the Chair to sign the contracts after they are complete.
  1. Septic Inspection & Service – no bids; will put out to bid again.
  2. Annual Overhead Door Maintenance – four bidders, winning bid from Specialty door service for \$6,988.32. Commissioner Helland moved to award the bid; motion carried.
  3. Station 31, 32, & 35 Painting – three bidders; winning bid from Dow Painting for \$34,574.88. Commissioner Elliot moved to award the bid; motion carried.
  4. Station 31 & 32 HVAC efficiency upgrades – Four bids significantly over budget, Chief Palmer recommended the Board reject all bids and go out to bid again. Commissioner Helland moved to reject bids; motion carried.
  5. Station 32 & 33 Property Contour Survey – two bidders; winning bid from American engineering for \$6,900.00. Commissioner Helland moved to award the bid; motion carried.
  6. Tender 31 Fold-a-Tank retrofit – winning bid from True North Emergency for \$18,932.05. Commissioner Helland moved to award the bid; motion carried.
  7. Cultus Bay building roof replacement – winning bid from Island Roofing and Remodel for \$1,369.62. Commissioner Elliot moved to award the bid; motion carried.
- b. Accept bid for Surplus Property – 1998 Chevrolet K3500 Braun Ambulance, no bidder the District will put it out to bid again with no minimum bid.
- c. Surplus Equipment Resolution 2014 -06 - Station 31 Paramount Fit 5000, Commissioner Elliot moved to approve the resolution; motion carried.
- d. Amendment to SWFE Policy Chapter 4 section, 4.13 Salary and Benefits, Subsection 4.13.2.1 Legal Holidays to add statutory required unpaid holidays. Commissioner Helland moved to approve the amended policy; motion carried.
- e. Mid-Year Budget Review – Resolution 2014-07 Budget Adjustments based on current spending. Commissioner Helland moved to approve resolution 2014-07; motion carried.

VIII. Announcements – Recruits Graduation Monday August 4<sup>th</sup> at the Roaming Radish at 18:30; 5 graduates from the Fire Academy will be attending.

IX. Varia – none

X. Executive Session – none

XI. Action taken as result of Executive Session – na

XII. Concluded – 6:43pm

Cindy Rehberg  
District Secretary