

**SOUTH WHIDBEY FIRE/EMS**  
**REGULAR MEETING**  
**5535 Cameron Road, Freeland, Washington**  
**October 12<sup>th</sup>, 2017 – 6:00 PM**  
**Minutes**

**Attendance:** Chairman Simmons, Commissioner Mestemacher, Chief Palmer, (Commissioner Elliot – not present)

**In Audience:** Deputy Chief Mike Cotton, Deputy Chief Jon Beck, Deputy Chief Wendy Moffatt, Mari St Amand, Travis Zimmerman, Carlee Mills, Billy Piepenbrink, Sherrye Wyatt, Kyle Jensen,

- I. Call to Order. Chairman Simmons called the meeting to order at: 6:00 p.m.
- II. Pledge of Allegiance.
- III. Approval of Agenda. Commissioner Mestemacher moved to approve the agenda as presented, motion carried.
- IV. Public Input. Sherrye Wyatt advised it was National Fire Prevention Week. Deputy Chief Cotton mentioned SWFE members were in the schools this week.
- 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 on September 14th, 2017
  - b. Finance Officer's Reports –
  - c. Monthly Vouchers— \$142,276.40

Commissioner Mestemacher moved to approve the consent agenda as presented, motion carried.

- VI. Unfinished Business –
  - a. Bayview Fire Station Update: Chief Palmer advised of the remaining requirements that must be met prior to acquiring our Building Permit. Cartelli Architects have the lead and advised that there are two remaining item, both being worked on.
- VII. New Business –
  - a. Policy Amendment- second reading of amendment to Policy 1002, Volunteer Services Membership, removing the residency requirement.

Commissioner Simmons moved to approve the amendment to Policy 1002, Volunteer Services Membership as presented, motion carried.

- VIII. Announcements:
  - a. WFOA Conference October 26-28<sup>th</sup>, Spokane.
  - b. Chief Palmer commended Vicki Lange and Kelly McDonald for their assistance with Payroll and Accounts Payable in the interim before the new Finance Officer starts on 10/17/17.
- IX. Varia: Chief Palmer asked if the commissioners had any questions on the budget, they have it to review until 10/31. Advised he would be asking for monies to assist in the development of a Strategic Plan to cover the next

10-15 years.

- X. Executive Session: none
- XI. Action taken as result of Executive Session: n/a
- XII. Conclude. Chairman Simmons concluded the meeting at: 6:11 p.m.