

**SOUTH WHIDBEY
FIRE/EMS
REGULAR MEETING
5579 Bayview Road, Langley,
Washington
February 13th, 2020 – 5:30 PM**

Minutes

Attendance: Chairman Mestemacher, Commissioner Noblet, Chief Palmer.

In Audience: Deputy Chief Jon Beck, Deputy Chief Wendy Moffatt, Deputy Chief Terry Ney, Sherrye Wyatt, LT. Alex McMahan, FF/EMT Carlee Wilkie, FF/EMT Leah Kalahiki and family, FF/EMT Sean McDougald, FF/EMT Chris Turner, FF/EMT Andrew Agnew, FF/EMT Robbie Husom. Kennon Simmons arrived at 5:33pm. Barry Pomeroy arrived at 5:37pm.

- I. **Call to Order.** Chairman Mestemacher called the meeting to order at 5:30p.m.
- II. **Pledge of Allegiance.**
- III. **Approval of Agenda.** Commissioner Noblet requested that the Chair seat be changed due to Adrienne Hawley leaving the Board. Commissioner Noblet made a motion to approve Commissioner Mestemacher as Chairman of the Board, Commissioner Mestemacher seconded the motion; motion carried.

Chairman Mestemacher than made a motion to approve Commissioner Noblet as Vice-Chair of the Board. Commissioner Noblet seconded the motion; motion carried.
- IV. **Public Input.** – None.
- 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 January 10th, 2020
 - b. Finance Officer’s Reports –
 - c. Monthly Vouchers— \$358,862.34
Commissioner Noblet made a motion to approve the Consent Agenda, Chairman Mestemacher seconded.
- VI. **Unfinished Business** –
 - a. **Bayview Fire Station Update.** Chief Palmer notified the Board that we are not completely done with the project. We are waiting on the contractor’s subs to finalize paperwork so that we can file the notice of completion. We are currently experiencing water in the basement; Valdez is coming to fix it.
- VII. **New Business** –
 - a. **Lt. Leah Kalahiki badge pinning.** Chief Palmer stated that there were several candidates through the lieutenant process, and it is his pleasure to announce that Leah Kalahiki has been offered the position. Ms. Kalahiki received her Lt. Badge.

- b. Update on Commissioner vacancy process.** Chief Palmer stated that we are currently in the “letter of interest” phase, and anyone who is interested has until Friday, February 21st, at 5pm to submit their letter of interest.

Chief Palmer asks the Board to set a meeting on February 24th at 5:30pm to interview candidates. Chief and the Board will go into executive session after the interviews are conducted in the public forum to discuss qualifications. Commissioner Noblet made a motion to hold a Special Meeting on February 24th at 5:30pm to interview Commissioner candidates. Chairman Mestemacher second; motion carried.

- c. Policy Amendment - Policy 101 Board of Fire Commissioners, Section 101.13.2 Expenses, offered for first reading.**

Chief Palmer read the potential policy changes aloud. Commissioner Noblet commented that it is a reasonable policy and a good way to protect the District and hold all Commissioners accountable. The draft policy will be on the agenda for second reading at the next regular meeting.

- d. Resolution 2020-02 Warrant Cancellation.** Commissioner Noblet made a motion to approve Resolution 2020-02; Chairman Mestemacher seconded. Motion carried.

- e. Resolution 2020-03 2020 Board Meeting Schedule.** Regular meeting dates will remain the second Thursday of every month. Commissioner Noblet made a motion to approve Resolution 2020-03; Chairman Mestemacher seconded. Motion carried.

- f. Resolution 2020-04 Transferring Funds.** Chief Palmer stated that the funds allotted to ST36 this year can wait, as we will need to transfer some funds around to cover expenses that were not known in November. Commissioner Noblet made a motion to approve Resolution 2020-04; Chairman Mestemacher seconded. Motion carried.

- g. Resolution 2020-05 Transferring Funds for Station Retainage.** Chief Palmer notified the Board that the District needs to transfer funds from the investment account to pay the retainage to Valdez Construction. Commissioner Noblet made a motion to approve Resolution 2020-05; Chairman Mestemacher seconded. Motion carried.

- h. Discussion about information communications.** Chief Palmer asked the Board to table to the next meeting, when we will potentially have a new Commissioner on the Board. Item tabled.

- i. Interlocal agreement with Oak Harbor Fire Department, North Whidbey Fire & Rescue, Central Whidbey Island Fire & Rescue for submittal of assistance to firefighter grant for purchase of self-contained breathing apparatus.** Chief Palmer stated that all fire districts have joined in a cooperative grant for breathing apparatus, and the City of OH Fire Department will be taking the lead on the grant. If the grant is received, the new equipment will be 90% paid for with federal money, and the District owing around 10% of cost. Chief Palmer asks to be authorized to sign for the grant and represent the District. Commissioner Noblet made a motion to authorize Chief Palmer to sign for the grant; Chairman Mestemacher seconded. Motion carried.

- j. Assign alternate member to ICOM board.** Chief Palmer notified the Board that it is our turn to be the alternate representative, and the position is through the Island County Fire Chiefs. Chairman Mestemacher would like to table until next meeting when we potentially have a new commissioner. Item tabled.

- k. Resolution 2020-06 Ban of Fireworks within the City of Langley.** Chief Palmer presented the draft resolution that was requested by Commissioner Noblet. Chief Palmer stated that if approved, many things would need to be worked out for the District to be able to perform as the RCW states it would be required to. Commissioner Noblet stated that the resolution stems from at least one member on the city councilmember’s request to ban fireworks with city limits. Commissioner Noblet made a motion to approve Resolution 2020-06; Chairman Mestemacher seconded. Motion carried.

VIII. **Announcements:**

a. 2019 Awards Banquet, March 7th, 2020, at Useless Bay Golf and Country Club. Chief Palmer asked members to mark their calendars for our Annual Awards Banquet. The speaker will be Spence Vilim, who is a former Coast Guard rescue helicopter pilot.

b. Chief Palmer stated that we will hold a public hearing at the March meeting regarding the levy lid lift.

IX. **Comments from Commissioners:** None.

X. **Executive Session:** None.

XI. **Action taken as result of Executive Session:** None.

XII. **Conclude.** Chairman Mestemacher concluded the meeting at 6:18 p.m.

Sarah Pedersen,
District Secretary