

SOUTH WHIDBEY FIRE/EMS
REGULAR MEETING
5535 Cameron Road, Freeland, Washington
November 14, 2013 - 5:30 PM

Draft Minutes

In Attendance:

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

In audience: AC Busch, DC Cotton, DC Beck, Captain Peterson, Gary Gabelein, Sherrye Wyatt, Ben Watanabe, Anne Collins, Blythe Hirst, Rebekah Pomeroy, Jeff Sparks

- I. Call to Order – Commissioner Helland called the meeting to order at 5:30pm.
- II. Pledge of Allegiance
- III. Approval of Agenda – Commissioner Simmons moved to approve the agenda; motion carried.
- 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 October 10, 2013 and Special Meeting October 17th 2013.
 - b. Finance Officer's Reports –
 - c. Monthly Vouchers –
 - i. Payroll Warrants – \$63,024.49
 - ii. Vendor Warrants – \$174,582.64

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

- V. Unfinished Business –
 - a. Whidbey General Hospital agreement – Chairman Helland signed the agreement.
 - b. Budget Discussion – 2014 Budget approval. Chief Palmer updated the Board on the small changes, about \$900 difference lower than before. Commissioner Elliot moved to approve the budget; motion carried.
 - c. Levy Ordinance for 1% increase, Resolution 2013-09. Discussion of this year's revenue, Commissioner Simmons asked what is revenue in comparison to last year? Flat per Chief Palmer. Makes levy assessment instead of .76 per 1,000 .769 per 1000. Commissioner Simmons moved to approve the resolution; motion carried.
 - d. Levy Certification, Resolution 2013-10 – Commissioner Simmons moved to approve the resolution; motion carried.
- VI. New Business –
 - a. New Members – Chairman Helland welcomed new members to the District; Lateral FF Rebekah Pomeroy, Academy Recruit Tony Nissen. Commissioner Simmons moved to approve their membership; motion carried.
 - b. Fire Boat Change Orders - #006, #007, #008, #009, Chief Palmer recommend the Board not approve #6,

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recommended to approve #7 based on request by us to create a panel to mount radios, recommended to approve #8 based on our request to move location of turret. Recommended to approve #9 as it is a spec error on our part. Commissioner Simmons moved to approve change orders #7 \$500.00, #8 \$555.00, and #9 \$5046.30; motion carried.

- c. Bid Award and Contract Approval – Winning bid from Siemens Industry, Inc. for Station 34 HVAC replacement for a total of \$15,718.02. Replace to try and balance the system. Using almost as much propane as the rest of the stations. Slightly over budget, but can cover it with savings from other lines. Located in Burlington. 1 year warranty parts & labor. Commissioner Simmons moved to approve the bid; motion carried.
- d. Bid Award and Contract Approval – Winning bid from Fidalgo Bay Construction, LLC for demolition of CBT building for a total of \$2857.72. Demolition of old Cultus Bay tower. Local bidders 4th and 6th. Commissioner Elliot moved to approve the bid; motion carried.
- e. Bid Award – Winning bid from LN Curtis for large diameter hose for a total of \$20,237.00. Commissioner Simmons moved to approve the bid; motion carried.
- f. Bid Award – Demonstrator Engine. 2 bidders, with the least number of exceptions with what we wanted. Rosenbauer was the lowest. Delivery time, 3rd week of January. Discussion of costs, budgeted vs. actual. Under budget per Chief, \$374,670.45. Commissioner Simmons moved to approve the bid with change orders signed by Chief Palmer; motion carried.
- g. Surplus Property – Resolution 2013-11. Obsolete items. Commissioner Elliot moved to approve; motion carried.
- h. Surplus Apparatus – Resolution 2013-12. Discussion of possible restoration? Commissioner Elliot stated it is part of the history of the district. The Board agreed to table the decision until next month to do some research on it.

VII. Announcements – Chief Palmer announced the Christmas Party is December 14th; Chief Palmer informed the Board that during the last windstorm we received 26 calls in 6 hours.

VIII. Varia – Chief Palmer informed the Board that we are starting to plan for the NW leadership conference in March, 2014.

IX. Executive Session – The Board excused the audience and the Secretary to enter executive session at 6:18pm to discuss four personnel performance matters.

X. Action taken as result of Executive Session – no action taken

XI. Concluded – 6:50 p.m.

Vicki Lange for Cindy Rehberg
District Secretary