

**SOUTH WHIDBEY FIRE/EMS
REGULAR MEETING
5535 Cameron Road, Freeland, Washington
November 15, 2012– 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, DVC Shields, Gary Gabelein, Sherrye Wyatt, Gary Guernsey, Kyla Graeser, Robert Armstrong

- I. Call to Order – Chairman Simmons called the meeting to order at 5:30pm.
- II. Pledge of Allegiance
- III. Approval of Agenda – Commissioner Helland moved to approve the agenda; motion carried.
- IV. Public Input – Gary Gabelein acknowledged the election ‘Thank You’ from Chief Palmer.
- 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 October 11, 2012
 - b. Finance Officer’s Reports –
 - c. Monthly Vouchers –
 - i. Payroll Warrants – \$56,919.24
 - ii. Vendor Warrants - \$160,213.69
 - d. Chief’s Report

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

- VI. Unfinished Business –
 - a. Levy Lift outcome – Chief Palmer thanked the Citizens for South Whidbey Fire/EMS for placing their Levy signs and the audience for supporting the Levy Lift as members of the Community. Chief Palmer is reviewing the voter information by precinct to identify the areas that the District could focus more public education in the coming year.
- VII. New Business –

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- a. Membership approval – Chairman Simmons welcomed three new members to the District, Kyla Graeser, Will Suarez, and Robert Armstrong.
 - b. Contract extension for Gary Guernsey Construction, Station 34 Bathroom addition – Chairman Helland moved to approve an extension for the project until December 15th; motion carried.
 - c. Stations 33 & 36 Asbestos Abatement, bid award and contract approval – Chief Palmer presented the winning bid from Northwest Abatement out of Lakewood, WA for \$41,958.20. Commissioner Helland moved to approve the bid and award the contract; motion carried.
 - d. Levy certification for 2013 – Commissioner Helland moved to approve the levy certification; motion carried.
 - e. Presentation of the 2013 Budget for discussion and public hearing – The board discussed the preliminary budget for 2013. The preliminary assessed property value dropped an additional 3.01% from 2012 resulting in lower property tax revenues for the 2013 budget. The boat grant and expenditure items will not be confirmable until the Port has more information about the federal grant or other funds to move forward.
 - f. Set date for Budget Approval meeting – 5pm on November 27th, 2012 at station 31.
 - g. Rescue Box Conversion, update on rebid process, two bids received and denied – Chief Palmer presented the information on the rejected bids; the amount for the project has been increased in the 2013 budget based on this information.
 - h. Draft inter-local agreement for fire inspections – Chief Palmer explained that the current proposed program cannot be implemented in this district due mainly to the need for additional staff and resources to comply with the current draft. The Chiefs Association will meet again on Monday the 19th to discuss the draft agreement.
- VIII. Announcements - none
- IX. Varia – none
- X. Executive Session – Chairman Simmons dismissed the audience and the District Secretary at 7:20 pm to discuss six personnel performance matters. The regular meeting resumed at 7:50 pm
- XI. Action taken as result of Executive Session – No action was taken as a result of the session.
- XII. Adjournment – 7:52

Cindy Rehberg
District Secretary