

SOUTH WHIDBEY FIRE/EMS
REGULAR MEETING
5535 Cameron Road, Freeland, Washington
December 8th, 2016 - 5:30 PM
Minutes

Attendance: *Chairman Simmons, Commissioner Elliot, Commissioner Mestemacher, Chief Palmer*

Audience: *Sherrye Wyatt, Mark & Barbara Jabbusch, Amanda Walsh, Jon Beck, Kyle Jensen, Wendy Moffatt.*

- I. Call to Order. Chairman Simmons called the meeting to order at 5:30P.M.
- II. Pledge of Allegiance.
- III. Approval of Agenda. Commissioner Elliot moved to approve the agenda as presented, 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 November 10th, 2016
 - b. Finance Officer's Reports –
 - c. Monthly Vouchers – \$ 187,995.59

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

- VI. Unfinished Business –
 - a. **Bayview Fire Station Update.** Chief Palmer informed the Board that he has received 30% plans from the architect. The total cost estimate is \$5.3 million which is what it was 5 years ago. We are still on track with the timeline indicated at the last meeting.
- VII. New Business –
 - a) **Approval of New Volunteer Members:** *John Gallip, Carrie Allen, Mark Jabbusch, Naomi Blair, Lisa Forrester, Amanda Walsh, Peter Salveson.* Commissioner Mestemacher moved to approve the new members, motion carried.
 - b) **First Reading of amendment to the Fiscal Management Policy 103.** Chief Palmer indicated that the following changes were made to the policy: Removal of Petty Cash Account, Reserve Fund percentages contributed each year to build up to 5%. Commissioner Elliot moved to approve the first reading of policy 103, motion carried. The final reading will be at the next meeting.
 - c) **Approval of 2017 Meeting Dates**—Commissioner Mestemacher expressed that he would like to consider pushing the time back to 6:00P.M. so that he has more time to get to the meetings. The next regular meeting on January 12th, 2017 we will change the time to 6:00P.M. and discuss whether or not that time will work for future meetings.
 - d) **Change Meeting date for the Annual Planning Retreat to January 21, 2017.** The location remains at the Saratoga Inn. This meeting was originally scheduled for the 14th of January, however Chief Palmer is teaching a Cert Class on that date so the meeting has been rescheduled.

VIII. Announcements:

- The Annual Awards Banquet will be held on the 3rd Saturday in March.
- Chief Palmer informed the group that SWFE is currently on its 2448th call for the year. Last year we had a total of 2380.

IX. Varia: N/A

X. Executive Session: N/A

XI. Action taken as result of Executive Session: N/A

XII. Conclude. Chairman Simmons concluded at 5:53P.M.

Attest:

Kay Cope,
District Secretary