



SOUTH WHIDBEY FIRE / EMS

5579 Bayview Road • Langley, WA 98260
(360)321-1533 • Fax (360)321-9385 • www.swfe.org

BOARD OF FIRE COMMISSIONERS

Special MEETING

November 15, 2022 – 5:00 pm

Minutes – *DRAFT*

<https://us06web.zoom.us/j/2208026387?pwd=WWNSR3JscUhkZkZHU3JOV05ZOHF1UT09>

In Attendance: Commissioner Towers, Chief Walsh, Kathryn Nguyen

Audience: FF McDougald, FF Kalahiki, Chief Dilley

Zoom Audience: Chief Ney, Commissioner Noblet, Commissioner Erickson, FF Benenati

I. Call to Order.

Commissioner Noblet called the meeting to order at 5:02 pm

II. Approval of Agenda.

Commissioner Towers motioned to approve the agenda; Commissioner Noblet seconded the motion.

The motion carried unanimously.

III. Public input.

None

IV. Resolution No. 2022-19-Adopting the Budget for 2023

Chief Walsh presented the annual 2023 budget presentation. He explained that page one represented the beginning balance of 2023 for the Capital, Reserve, Bond, Contingency, and General Funds. The operating expenses are \$5,365,940.63, and the Capital expense is \$2,338,930.00. The ending balance for 2023 would be \$742,935.18 in Reserve, \$168,476.26 in Contingency, and \$1,338,792.43 in the Capital Account. The most significant changes in the Budget were adding three additional Fulltime firefighters and purchasing a new fire station. The Capital expenditure includes bond payments, property acquisition, communication equipment contingent on grant funding, Station 36 new septic updates, and new fire apparatus to replace old versions. Chief Walsh mentioned that additional apparatus could improve the Districts rating. The Contingency fund was unable to be funded by the initially discussed amount. Revenues increased due to the annual CPIW, the hospital contracted payments, and in-lieu taxes.

Commissioner Noblet asked Chief Walsh what was considered a consumable supply.

Chief Walsh explained that a consumable supply is any supply used by the department.

Commissioner Towers expressed the need to evaluate certain expenses for future budgeting years.

Commissioner Erickson entered the meeting via Zoom at 5:33 pm. Chief Walsh reviewed the previous documents for Commissioner Erickson.

Commissioner Noblet requested the correction to line 594.22.62.11, which should read 'Station 32-33 Replacement.'

Chief Walsh explained that two new water tenders would be purchased in 2023. Initially funded in the 2023 Budget, a new fire engine will instead be purchased out of the 2022 Budget.

Commissioner Noblet asked if there were any other significant items that the commissioners should be aware of.

Chief Walsh stated that the salary for additional firefighters is the only other major item in the 2023 budget proposal.

Commissioner Noblet questioned the new IT services.

Chief Walsh explained that the department had experienced issues staying up to date with the latest systems and 24/7 services. The new contracted provider will provide continuous updates and 24/7 surveillance.

Commissioner Erickson asked if the district would share the cost with Central Whidbey Fire and Rescue.

Chief Walsh stated that the cost would not be shared, although Central will likely follow up with the same IT provider.

Commissioner Noblet asked what encumbered the Recognition Awards and Special Recognition and Activities budgeted amounts.

Chief Walsh stated that the funding had been based on historical costs.

Commissioner Erickson expressed her enthusiasm for the department becoming more transparent with information and funding.

Commissioner Towers motioned to approve the 2023 Budget; Commissioner Erickson seconded the motion.

The motion carried unanimously.

V. Resolution No. 2022-20- Transferring Funds from General Fund

Chief Walsh stated that Resolution 2022-20 was designed to transfer funding from the General fund to the Capital, Contingency, and Reserve funds. The Contingency and Reserve fund accounts were established at the previous Special Meeting.

Commissioner Erickson motioned to approve Resolution No. 2022-20; Commissioner Towers seconded the motion.

The motion carried unanimously.

VI. Approval of the 2023 Budget

Commissioner Towers motioned to approve the 2023 Budget; Commissioner Noblet seconded the motion.

**The motion carried
unanimously.**

VII. Adjourn.

Commissioner Noblet motioned to adjourn the meeting; Commissioner Towers seconded the motion.

The motion carried unanimously.

The Regular Meeting of the Board was adjourned at 6:07 pm.

Kathryn Nguyen,
District Board Secretary