

**SOUTH WHIDBEY FIRE/EMS
REGULAR MEETING
5535 Cameron Road, Freeland, Washington
September 11th, 2014 - 5:30 PM**

Minutes

In Attendance:

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

In audience: Chief Cotton, Chief Beck, Chief Busch, Chief Shields, Gary Gabelein, Sherrye Wyatt, Ben Watanabe, Michael Oyola, Tony Price, Heidi Price, Anne Collins.

- I. Call to Order—Chairman Simmons called the meeting to order at 5:30PM.
- II. Pledge of Allegiance—Chairman Simmons called for a moment of silence in observance of September 11th.
- III. Approval of Agenda—Commissioner Helland moved to approve the agenda; motion carried.
- IV. Appoint New District Secretary—Chief Palmer requested that the Board add Resolution 2014-09 to the meeting which is to appoint the New District Secretary, Kay Butler. Chairman Simmons read the Oath of Office for the District Secretary and Kay Butler was officially appointed as the District Secretary.
- V. Public Input-None.
- VI. 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 August 14th
 - b. Finance Officer's Reports –
 - c. Monthly Vouchers –
 - i. Payroll Warrants \$83,074.29
 - ii. Vendor Warrants \$141,031.07

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

- VII. Unfinished Business –
 - a. Bayview Fire Station Presentation by Carletti Architects. Tim Goodman and Will Thompson of Carletti Architects gave a presentation on the Bayview Fire Station. They showed preliminary blueprints of the proposed design of the new structure. They also showed pictures of various other structures nearby that have design elements that they would like to incorporate into the design of the new structure to show our neighbors that our building would fit seamlessly into the community. Chief Palmer stated the next step would be to have a Community Meeting with our neighbors and asked permission to accomplish this within the next month.
- VIII. New Business –
 - a. **Resolution No. 2014-08** to cancel Warrant# 653185 issued to Duo-Safety Ladder Corporation. Commissioner Elliot moved to approve Resolution 2014-08, motion carried.

- b. Bid Award – Stations 32 & 33 Geotechnical Survey and Engineering. Chief Palmer announced the winning bid from Professional Services for \$2,950.
- c. Bid Award – Isuzu NRR Box Utility. Chief Palmer read winning bid from Trivan Truck Body LLC., for \$127,144.22. Chief Palmer noted that \$56,000 will be paid from the 2014 budget towards this purchase and the remaining amount will be paid from the 2015 budget. Commissioner Elliot moved to approved the purchase of an Isuzu NRR Box Utility; motion carried.
- d. Assign Commissioner to the Budget Development Team. Commissioner Elliot volunteered to serve on the Budget Development Team with the request to change the day and time of the meeting to Thursdays at 8:30AM.
- e. Change Order for Heat Pump Installation—AP Mechanical for Electrical System Upgrade: \$2,575.92. Commissioner Helland moved to approve; Motion carried.

IX. Announcements:

- a. The next Commissioner's Meeting will be on Tuesday, October 14th instead of on Thursday the 9th to allow time for all bills to be entered prior to the meeting.
- b. All District Meeting on September 16th, 2014 at 6:30PM at South Whidbey High School. Commissioner Elliot said that he would be in attendance.
- c. All District Picnic & Responder Games to be on September 21st, 2014.

X. Varia-None

XI. Executive Session-None

XII. Action taken as result of Executive Session-N/A

XIII. Concluded—Chairman Simmons concluded the meeting at 6:18PM

Attest:

Kay Butler
District Secretary