

**SOUTH WHIDBEY FIRE/EMS
REGULAR MEETING
5535 Cameron Road, Freeland, Washington
January 10th, 2019 – 5:30 PM**

Minutes

Attendance: Chairman Simmons, Commissioner Hawley, Commissioner Mestemacher , Chief Palmer.

In Audience: Deputy Chief Beck, Deputy Chief Cotton, FF Robbie Husom, Lt. Travis Zimmerman, FF Sean McDougald, Sherrye Wyatt, Caitriona Costello.

- I. Call to Order. Chairman Simmons called the meeting to order at 5:34 p.m.
- II. Pledge of Allegiance.
- III. Approval of Agenda. Chief Palmer requested the following Agenda additions:
 - a. Under New Business (a) - new District members Jennifer Wuest and Gary Heinrich
 - b. Under New Business (d) - Resolution 2019-0: ICT Investment Pool

Commissioner Mestemacher moved to approve the agenda with the additions as requested; Commissioner Hawley seconded.

- IV. Annual Organizational Meeting:
 - a. Election of Chair: Chairman Simmons moved to elect Commissioner Mestemacher as Chairman for 2019; motion carried.
 - b. Election of Vice Chair: Commissioner Mestemacher made a motion to elect Commissioner Simmons as Vice Chair for 2019; motion carried.
 - c. ICOM Representative: Not needed - other Island County District to act as representative.
 - d. Board of Volunteer Firefighter Representatives: Commissioner Simmons made a motion to elect Commissioner Hawley and Chairman Mestemacher as representatives for 2019; motion seconded and carried.
- V. Public Input. No public input.
- 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 on December 13th, 2018
 - b. Finance Officer's Reports –
 - c. Monthly Vouchers— \$460, 637.14

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

- VII. Unfinished Business –
 - a. **Bayview Fire Station Update.** Chief Palmer stated that 4 payments were disbursed in 2018 for the Bayview Station and there is no payment application to review for this meeting. Valdez Construction is scheduled to be enclosing bays and constructing the building roof by the end of January.
 - b. **Final 2019 Budget.** Two resolutions will be presented to the Board next month, one for closing the 2018 Budget and the other for finalizing the 2019 Budget. Chief Palmer stated he is calculating 2018 savings to be rolled into 2019.

VIII. New Business –

- a. **New Members:**
 - i. Jennifer Wuest
 - ii. Gary Heinrich

Chief Palmer noted that their status is conditional on a satisfactory interview. Commissioner Simmons made a motion to approve the new members on said conditions; motion carried.

- b. **Approval of Contract extensions: Quality Cleaning, Absolute Pest Control, Specialty Door Service.** Chief Palmer notified the Board that we have reached out to these vendors to see if they are interested in extending their contracts with the District at their current rates until the Bayview Station is completed; all vendors stated that they would like to extend. Commissioner Hawley made a motion to approve the extension for the above contracts until completion of the new station; Commissioner Simmons seconded. Motion carried.
- c. **Contract discussion and approval.** Chief Palmer provided the Board with a proposed new contract for his position as Fire Chief. After review, Commissioner Hawley made a motion to approve the new contract as proposed; motion carried.
- d. **Resolution 2019-01 ICT Investment Pool.** Chief Palmer notified the Board that the Island County Treasurer's Office is changing where District investments are placed and it is in the best interest to allow the ICT to our funds in their local government investment pool. Commissioner Simmons made a motion to approve Resolution 2019-01; motion seconded.

IX. Announcements:

- a. Reminder of the Northwest Leadership Seminar in Portland, March 6-8. Commissioners need to let Kelly know if arrangements need to be made.
- b. Annual Awards Banquet will be March 16th at Useless Bay Golf and Country Club.

X. Varia: None

XI. Executive Session: N/A

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

XIII. Conclude. Chairman Mestemacher concluded the meeting at 5:55 P.M.

Sarah Pedersen,
District Secretary