

**SOUTH WHIDBEY FIRE/EMS
REGULAR MEETING
5535 Cameron Road, Freeland, Washington
September 12, 2013 - 5:30 PM**

Minutes

In Attendance:

Chairman Mike Helland

Commissioner Kenon Simmons

Chief Rusty Palmer

In audience: DC Beck, Captain Beck, Ben Watanabe, Sherrye Wyatt, Jon Gabelein, Alex McMahon, Kelly Cammermeyer

- I. Call to Order – Chairman Helland called the meeting to order at 5:30pm.
- II. Pledge of Allegiance
- III. Approval of Agenda – Commissioner Simmons moved to approve the agenda striking item B under unfinished business and changing Jon Gabelein’s recognition to item A under unfinished business; 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 August 13th, 2013.
 - b. Finance Officer’s Reports –
 - c. Monthly Vouchers –
 - i. Payroll Warrants – \$75,308.33
 - ii. Vendor Warrants – \$273,601.13
 - d. Resolution 2013-07 canceling warrants

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

- VI. Unfinished Business –
 - a. Recognition to Jon Gabelein for his appointment as Public Information Officer – Chairman Helland thanked Jon for his work in this position.
 - b. Update on fire boat fabrication – Chief Palmer gave an update; the boat is currently at the fourth benchmark and is close to schedule. Captain Towers has inspected the framing. The 3rd installment on the contract is included in the consent agenda vendor warrants.
 - ~~c. Contract Services – Whidbey General Hospital for EMS First Response.~~
 - d. Approval of Radio Tower use agreement between ICOM, SWFE and Whidbey Telecom – Chief Palmer presented the final agreement to the Board for signature by Chairman Helland. The board approved and Chairman Helland signed the agreement.
- VII. New Business –
 - a. Badge presentation to Tyson Diffie and Kelly Cammermeyer – Chairman Helland presented Kelly with her Badge; Tyson was not in attendance.

These minutes are not official until approved in a Regular Commissioners Meeting.

- b. Bid Award for Tender Repair T32 – Chief Palmer presented the winning bid from General Fire for \$10,863.31. Commissioner Simmons moved to approve the bid and contract for signature by Chief Palmer; motion carried.
- c. Bid Award and Contract for Battery Plant installation – Chief Palmer presented the winning bid from Jerry Beck & Company for \$7,571.83. Chairman Helland moved to approve the bid and contract for signature by Chief Palmer; motion carried.
- d. Contract issue with APT – Chief Palmer informed the Board that the change order was determined to be necessary to complete the septic install and recommended they approve it for payment in the October check run; \$220.12 to APT. Commissioner Simmons moved to approve the change order; motion carried.
- e. Assign Commissioner to work with staff on the budget – Chairman Helland moved to assign Commissioner Simmons to the position; motion carried.

VIII. Announcements –

- a. Chief Palmer announced the All District Meeting is set for September 24th 6:30-9pm. Dinner will be served at 6:30pm, 7-8pm will be a Health and Wellness Fair including Whidbey CareNet Providers and several fitness experts, the business meeting will begin promptly at 8pm.
- b. Chief Palmer announced the Washington State Ratings Bureau has requested additional information from several water purveyors to complete the audit.
- c. Chief Palmer announced the State Auditor's office has rescheduled the audit for late November.

IX. Varia – none

X. Executive Session – ~~To discuss a personnel performance matter.~~

XI. Action taken as result of Executive Session – NA

XII. Concluded – 5:50pm

Cindy Rehberg
District Secretary