

# SNOHOMISH COUNTY FIRE DISTRICT NO. 5

## Commissioners Meeting Agenda

Zoom: <https://us02web.zoom.us/j/240758636>



**January 8, 2024**

### **CALL TO ORDER**

### **ADDITIONS TO THE AGENDA**

**PUBLIC/STAFF COMMENTS** - (Limited to 3 minutes per person not to exceed 20 minutes overall)

### **APPROVAL OF MINUTES**

- 1) Approval of Special Meeting Minutes of December 4, 2023
- 2) Approval of Minutes of December 11, 2023
- 3) Approval of Minutes of December 26, 2023

### **ELECTION OF BOARD OFFICER POSITIONS FOR 2024**

Resolution 2024-01, A Resolution Appointing Board of Fire Commissioner Officer Positions for Calendar Year 2024

### **CONSENT AGENDA**

- 1) Approval of Payroll January 2024 = \$173,477.62
- 2) Approval of Expense Fund Vouchers #240101001 - #240101028 January 2024 = \$67,795.70
- 3) Approval of Capital Project Fund Vouchers #240102001-#240102002 January 2024= \$12,334.65

**CHIEF'S REPORT-** To be presented

### **REPORTS**

Payroll & Vouchers - Chart  
General Fund Accounts Payable and Capital Projects Payable – January 2024  
Fire District #5 Calls

### **OLD BUSINESS**

Open Issues / Actions

### **NEW BUSINESS**

### **INFORMATIONAL**

10.05.22 Policy – Annual Organizational Meeting  
10.06.22 Policy – Officers of the Board  
2024 Fire Chief and Commissioner Legislative Day – January 23<sup>rd</sup>, 2024, 0800-1000Hrs  
Sno-Isle Annual Banquet – January 27<sup>th</sup> 7:00 p.m.  
Total Repair Cost per Vehicle 2013-2023  
Records Requests - No new requests

### **COMMISSIONER COMMENTS**

### **ADJOURN**



## Board of Commissioners Meeting Minutes

*December 4, 2023*

Chairman Steve Fox called a Special Meeting of the Board of Commissioners to order at 3:00 p.m. at 32905 Cascade View Dr. Station 51. Commissioner Fox and Commissioner Chase were present. Chief Johnson, was present. Commissioner Geiger arrived at 3:15 p.m.

### **Executive Session-**

A motion to recess to Executive Session until 4:30 p.m. per RCW 42.30.110g for the purpose of evaluation of a public employee was made by Commissioner Fox, seconded by Commissioner Chase, and passed unanimously at 3:00 p.m. Commissioners Fox, Chase, and Geiger (3:15 arrival), were present.

At 4:30 p.m.

Commissioner Fox stated that the meeting would need to be extended by an additional thirty minutes. A motion to extend the Executive Session was made by Commissioner Fox, seconded by Commissioner Chase, and passed unanimously. The Executive Session resumed at 4:30 p.m.

At 5:00 p.m. Commissioner Fox stated that the meeting would need to be extended by an additional fifteen minutes. A motion to extend the Executive Session was made by Commissioner Fox, seconded by Commissioner Geiger, and passed unanimously. The Executive Session resumed at 5:00 p.m.

The Executive Session adjourned at 5:15 p.m. No action was taken.

**Adjourn** - Being no further business, a motion to adjourn was made by Commissioner Fox, seconded by Commissioner Geiger, and passed unanimously. The meeting adjourned at 5:15 p.m.

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Seth Johnson  
Fire Chief



## Board of Commissioners Meeting Minutes

*December 11, 2023*

Chairman Steve Fox called the meeting of the Board of Commissioners to order at 7:00 p.m. at 32905 Cascade View Dr. Station 51 and via Zoom video conferencing. Commissioner Fox, Commissioner Geiger and Commissioner Chase were present. Chief Johnson, Deputy Chief Fulcher and District Secretary, Cathy Barth, were present. Members of the public were in attendance.

Additions to Agenda – Commissioner Fox added to New Business report from Sno Isle Commissioner Association meeting.

**Public/Staff Comments** – No comments.

### **Consent Agenda -**

Approval of Minutes for November 13, 2023

Approval of Minutes for November 27, 2023

Approval of Payroll December 2023 = \$176,843.71

Approval of Expense Fund Vouchers #231201001-#231201028 December 2023 = \$148,720.38

A motion to approve the consent agenda as presented was made by Commissioner Fox, seconded by Commissioner Geiger, and passed unanimously.

**Chief's Report** – See attached.

**Reports** – No comments.

### **Old Business –**

#### **Standard Operation Procedures (SOP) – *Second Reading***

A motion to approve **10.24.23 Software Based IT Arrangements (SBITA)** as presented was made by Commissioner Fox, seconded by Commissioner Chase, and passed unanimously.

**Woods Lake Property Update** – Chief Johnson provided the Commissioners with an update about a potential alternative to the 36-acre parcel of DNR land on Woods Lake Rd. He informed the Commissioners that there are 110 acres available across the street. He will contact DNR to see if they would be interested in dividing the land after the timber sale is completed. There is no frontage on Woods Lake Road, but it may be possible to do a land swap, secure right-of-ways or easements.

**2024 Budget Review** – Chief Johnson reviewed the budget for 2024 with the Commissioners. Capital items are not currently ready for approval.

A motion to approve **2024 Expense Budget View 1** as presented was made by Commissioner Fox, seconded by Commissioner Chase, and passed unanimously.

**Open Issues/Actions** – No new actions. Chief Johnson spoke about working with the City in the development of the growth management plan and mitigation fees process. He stated that the District is setting the groundwork to help both entities better work together on future developments and building codes, but for now specific mitigations can be addressed through the State Environmental Policy Act (SEPA).



## Board of Commissioners Meeting Minutes

*December 11, 2023*

### **New Business –**

**2024-2026 Collective Bargaining Agreement** - Chief informed the Commissioners that the red line version of the document was approved by the local and they were going to be at the meeting tonight but due to an emergency the Local's representative was not available to sign the agreement tonight.

A motion to approve [the 2024-2026 Collective Bargaining Agreement](#) on behalf of the District and as presented was made by Commissioner Fox, seconded by Commissioner Geiger, and passed unanimously.

**Sno- Isle Commissioner meeting** – Commissioner Fox invited the Commissioners to the annual banquet.

Commissioner Fox informed the Board that he was voted in as the new president of the Sno-Isle Board for next year.

### **Commissioner Comments –**

Commissioner Fox expressed his appreciation to those that helped with the Santa Day event and helped provide a fun time for the children. The new Christmas tree looks wonderful. Thank you to staff for their overtime work. We look forward to getting more staff on duty soon.

### **Executive Session-**

A motion to recess to Executive Session until 8:00 p.m. per RCW 42.30.110 (g) for the purpose of Evaluation of a public employee was made by Commissioner Fox, seconded by Commissioner Geiger, and passed unanimously at 7:30 p.m. Commissioners Fox, Geiger, and Chase were present.

At 8:00 p.m.

Commissioner Fox told those in attendance that the meeting would need to be extended for an additional 30 minutes. A motion to extend the Executive Session was made by Commissioner Fox, seconded by Commissioner Geiger, and passed unanimously. The Executive Session resumed at 8:00 p.m.

The Executive Session adjourned at 8:30 p.m. No action was taken.

**Adjourn** - Being no further business, a motion to adjourn was made by Commissioner Fox, seconded by Commissioner Chase, and passed unanimously.

The meeting adjourned at 8:30 p.m.

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Cathy Barth  
District Secretary



## Board of Commissioners Meeting Minutes

December 26, 2023

Chairman Steve Fox called the meeting of the Board of Commissioners to order at 7:00 p.m. at 32905 Cascade View Dr. Station 51 and via Zoom video conferencing. Commissioner Fox, Commissioner Geiger and Commissioner Chase were present. Chief Johnson, Deputy Chief Fulcher and District Secretary, Cathy Barth, were present. Members of the public were in attendance.

**Additions to Agenda - None**

**Public Comments – None**

**Consent Agenda –**

Agency Benefits for December 2023 – \$37,762.27  
Commissioner Board Meeting Calendar for 2024  
View Two Budget 2023

A motion to approve the consent agenda as presented was made by Commissioner Fox, seconded by Commissioner Chase, and passed unanimously.

**Chief's Report – No Report.**

**Old Business –**

Open Issues/Actions – No new actions were added.

**New Business –**

**Oath of Office –** Kelly Geiger was administered the oath of office by Mayor Russell Wiita.

**Recognitions –** After a brief history of the District staffing program, Chief Johnson recognized and administered the Firefighter's Oath to Jason Gwilt. His wife pinned him with the Lieutenants badge. Chief Johnson then administered the Firefighter's Oath to Paramedics Duros, Olson and Pitzen. Badges were pinned by family and friends.

**Commissioner Comments –**

Commissioner Fox stated that it was a wonderful opportunity to recognize our staff. Thank you to the family and friends that were able to come offer their support. Commissioner Geiger thanked all in attendance for coming and supporting those being recognized. Support from family and friends is essential to them doing a good job. Commissioner Chase stated that she echoed the comments from Commissioners Fox and Geiger. Congratulations to Lieutenant Gwilt, it was long deserved. She added that she was thrilled to doorbell with Emmy Duros and is looking forward to meeting the other two paramedics. Having families and friends here shows the kind of support we have and makes this a great place to work as well as a great community to live in.

**Adjourn -** Being no further business, a motion to adjourn was made by Commissioner Fox, seconded by Commissioner Geiger, and passed unanimously. The meeting adjourned at 7:19 p.m.

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Cathy Barth  
District Secretary

**SNOHOMISH COUNTY FIRE DISTRICT #5**

**RESOLUTION NO. 2024-01**

**A RESOLUTION APPOINTING BOARD OF FIRE COMMISSIONER  
OFFICER POSITIONS FOR CALENDAR YEAR 2024**

**WHEREAS**, RCW 52 established requirements for electing officers from “among the members” of the sitting Board of Commissioners of Snohomish County Fire District #5; and

**WHEREAS**, the Board of Commissioners of Snohomish County Fire District #5, in compliance with this statute has conducted “elections” among their members for officer positions for 2024; and

**WHEREAS**, The Board of Commissioners has identified Snure Law Office, PSC to have significant experience and expertise in representing public sector entities and have demonstrated skill, experience, and knowledge; and

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioners of Snohomish County Fire District #5 that the following Fire Commissioners for Snohomish County Fire District #5 shall serve in these respective positions and shall appoint a secretary for the year 2024:

Chairperson: \_\_\_\_\_

Vice-Chairperson: \_\_\_\_\_

**ADOPTED** by the Fire Commissioners of Snohomish County Fire District #5 the 8th day of January, 2024.

\_\_\_\_\_ Title: Commissioner

\_\_\_\_\_ Title: Commissioner

\_\_\_\_\_ Title: Commissioner

ATTEST:

\_\_\_\_\_  
Cathy Barth, Board Secretary



1/31/2024	Araujo, Joseph A	HOLIDAY PAY (AMT\$) RET ELIG		808.92	J142480	1300
1/31/2024	Araujo, Joseph A	HOLIDAY PAY STRIGHT TIME (HRS) RET ELIG	18		J142480	300
1/31/2024	Araujo, Joseph A	REGULAR (\$ AMT)		676.07	J142480	1100
1/31/2024	Araujo, Joseph A	REGULAR (\$ AMT)		2336.88	J142480	1100
1/31/2024	Araujo, Joseph A	REGULAR (HRS)	104		J142480	100
1/31/2024	Barth, Cathy L	HOLIDAY PAY (AMT\$) RET ELIG		600.32	J868267	1300
1/31/2024	Barth, Cathy L	HOLIDAY PAY STRIGHT TIME (HRS) RET ELIG	14		J868267	300
1/31/2024	Barth, Cathy L	REGULAR (\$ AMT)		4795.27	J868267	1100
1/31/2024	Barth, Cathy L	REGULAR (HRS)	111.83		J868267	100
1/31/2024	Barth, Cathy L	Sick Used \$ (earnings)		450.24	J868267	1805
1/31/2024	Barth, Cathy L	Sick Used Hrs (hours)	10.5		J868267	805
1/31/2024	Bertholf, Ron A	REGULAR (\$ AMT)		9593.4	J294584	1100
1/31/2024	Bertholf, Ron A	REGULAR (HRS)	76.75		J294584	100
1/31/2024	Bertholf, Ron A	OT @ 1.5 (\$ AMT)		4793.72	J294584	1640
1/31/2024	Bertholf, Ron A	OT @ 1.5 (HRS)	74		J294584	640
1/31/2024	Bertholf, Ron A	Sick Used Hrs (hours)	24		J294584	805
1/31/2024	Beuschlein, Brandon J	HOLIDAY PAY (AMT\$) RET ELIG		359.52	J000239	1300
1/31/2024	Beuschlein, Brandon J	HOLIDAY PAY STRIGHT TIME (HRS) RET ELIG	8		J000239	300
1/31/2024	Beuschlein, Brandon J	REGULAR (\$ AMT)		1445.67	J000239	1100
1/31/2024	Beuschlein, Brandon J	REGULAR (\$ AMT)		2247	J000239	1100
1/31/2024	Beuschlein, Brandon J	REGULAR (HRS)	100		J000239	100
1/31/2024	Bingham, Steven A	HOLIDAY PAY (AMT\$) RET ELIG		269.64	J523056	1300
1/31/2024	Bingham, Steven A	HOLIDAY PAY STRIGHT TIME (HRS) RET ELIG	6		J523056	300
1/31/2024	Bingham, Steven A	REGULAR (\$ AMT)		150	J523056	1100
1/31/2024	Bingham, Steven A	REGULAR (\$ AMT)		3454.76	J523056	1100
1/31/2024	Bingham, Steven A	REGULAR (HRS)	153.75		J523056	100
1/31/2024	Bural, Brent R	REGULAR (\$ AMT)		2799.11	J000319	1100
1/31/2024	Bural, Brent R	REGULAR (HRS)	158.5		J000319	100
1/31/2024	Bural, Brent R	REGULAR (\$ AMT)		150	J000319	1100
1/31/2024	Clark, Scott N	REGULAR (\$ AMT)		11109.63	J988241	1100
1/31/2024	Clark, Scott N	REGULAR (HRS)	173.33		J988241	100
1/31/2024	Cole, Kollin W	REGULAR (\$ AMT)		393.23	J000508	1100
1/31/2024	Cole, Kollin W	REGULAR (HRS)	24.5		J000508	100
1/31/2024	Corn, Justin G	REGULAR (\$ AMT)		414.9	J606689	1100
1/31/2024	Corn, Justin G	REGULAR (\$ AMT)		2543.04	J606689	1100
1/31/2024	Corn, Justin G	REGULAR (HRS)	144		J606689	100
1/31/2024	Duros, Emily C	REGULAR (\$ AMT)		8694.4	J917286	1100
1/31/2024	Duros, Emily C	REGULAR (HRS)	216		J917286	100
1/31/2024	Duros, Emily C	ACTING PAY (\$AMT) RET ELIG		62.88	J917286	1125
1/31/2024	Duros, Emily C	HOLIDAY PAY (AMT\$) RET ELIG		1410.24	J917286	1300
1/31/2024	Duros, Emily C	HOLIDAY PAY STRIGHT TIME (HRS) RET ELIG	24		J917286	300
1/31/2024	Duros, Emily C	OT @ 1.5 (\$ AMT)		5229.64	J917286	1640
1/31/2024	Duros, Emily C	OT @ 1.5 (HRS)	89		J917286	640
1/31/2024	Fox, Steve C	REGULAR (\$ AMT)		512	J538669	1100
1/31/2024	Fulcher, Jim A	REGULAR (\$ AMT)		6581.47	J482503	1100
1/31/2024	Fulcher, Jim A	REGULAR (HRS)	130.67		J482503	100
1/31/2024	Gonzalez, Saul P	REGULAR (\$ AMT)		1621.05	J000406	1100
1/31/2024	Gonzalez, Saul P	REGULAR (HRS)	101		J000406	100
1/31/2024	Gonzalez, Saul P	REGULAR (\$ AMT)		75	J000406	1100
1/31/2024	Gwilt, Jason D	REGULAR (\$ AMT)		9543.4	J392317	1100
1/31/2024	Gwilt, Jason D	REGULAR (HRS)	168		J392317	100
1/31/2024	Gwilt, Jason D	HOLIDAY PAY (AMT\$) RET ELIG		515.36	J392317	1300
1/31/2024	Gwilt, Jason D	HOLIDAY PAY STRIGHT TIME (HRS) RET ELIG	8		J392317	300
1/31/2024	Gwilt, Jason D	OT @ 1.5 (\$ AMT)		4638.24	J392317	1640
1/31/2024	Gwilt, Jason D	OT @ 1.5 (HRS)	72		J392317	640
1/31/2024	Johnson, Seth R	REGULAR (\$ AMT)		13454.87	J000204	1100
1/31/2024	Johnson, Seth R	REGULAR (HRS)	173.33		J000204	100
1/31/2024	Olson, Christopher S	REGULAR (\$ AMT)		8236.8	J000372	1100

1/31/2024	Olson, Christopher S	REGULAR (HRS)	144	J000372	100
1/31/2024	Olson, Christopher S	ACTING PAY (\$AMT) RET ELIG		62.88 J000372	1125
1/31/2024	Olson, Christopher S	OT @ 1.5 (\$ AMT)		1002.06 J000372	1640
1/31/2024	Olson, Christopher S	OT @ 1.5 (HRS)	18	J000372	640
1/31/2024	Perkins, Jacob P	REGULAR (\$ AMT)		1436.48 J000468	1100
1/31/2024	Perkins, Jacob P	REGULAR (HRS)	89.5	J000468	100
1/31/2024	Peterson, Scott W	HOLIDAY PAY (AMT\$) RET ELIG		269.64 J917174	1300
1/31/2024	Peterson, Scott W	HOLIDAY PAY STRIGHT TIME (HRS) RET ELIG	6	J917174	300
1/31/2024	Peterson, Scott W	REGULAR (\$ AMT)		164.88 J917174	1100
1/31/2024	Peterson, Scott W	REGULAR (\$ AMT)		2730.11 J917174	1100
1/31/2024	Peterson, Scott W	REGULAR (HRS)	121.5	J917174	100
1/31/2024	Pitzen, Samantha N	REGULAR (\$ AMT)		8236.8 J000371	1100
1/31/2024	Pitzen, Samantha N	REGULAR (HRS)	168	J000371	100
1/31/2024	Pitzen, Samantha N	ACTING PAY (\$AMT) RET ELIG		62.88 J000371	1125
1/31/2024	Pitzen, Samantha N	OT @ 1.5 (\$ AMT)		3345.77 J000371	1640
1/31/2024	Pitzen, Samantha N	OT @ 1.5 (HRS)	60.1	J000371	640
1/31/2024	Shroy, Chris M	REGULAR (\$ AMT)		8545 J396477	1100
1/31/2024	Shroy, Chris M	REGULAR (HRS)	120	J396477	100
1/31/2024	Shroy, Chris M	HOLIDAY PAY (AMT\$) RET ELIG		461.44 J396477	1300
1/31/2024	Shroy, Chris M	HOLIDAY PAY STRIGHT TIME (HRS) RET ELIG	8	J396477	300
1/31/2024	Shroy, Chris M	Sick Used Hrs (hours)	72	J396477	805
1/31/2024	Tonkin, Steven L L	HOLIDAY PAY (AMT\$) RET ELIG		288.96 J464448	1300
1/31/2024	Tonkin, Steven L L	HOLIDAY PAY STRIGHT TIME (HRS) RET ELIG	6	J464448	300
1/31/2024	Tonkin, Steven L L	REGULAR (\$ AMT)		3521.7 J464448	1100
1/31/2024	Tonkin, Steven L L	REGULAR (HRS)	146.25	J464448	100
1/31/2024	Tonkin, Steven L L	REGULAR (\$ AMT)		150 J464448	1100
1/31/2024	Tullis, Tim N	REGULAR (\$ AMT)		9593.4 J182317	1100
1/31/2024	Tullis, Tim N	REGULAR (HRS)	216	J182317	100
1/31/2024	Tullis, Tim N	HOLIDAY PAY (AMT\$) RET ELIG		1036.48 J182317	1300
1/31/2024	Tullis, Tim N	HOLIDAY PAY STRIGHT TIME (HRS) RET ELIG	16	J182317	300
1/31/2024	Tullis, Tim N	OT @ 1.5 (\$ AMT)		4696.55 J182317	1640
1/31/2024	Tullis, Tim N	OT @ 1.5 (HRS)	72.5	J182317	640
1/31/2024	Tullis, Tim N	REGULAR (\$ AMT)		1036.56 J182317	1100
1/31/2024	Williams, Jeff T	REGULAR (\$ AMT)		8320 J458133	1100
1/31/2024	Williams, Jeff T	REGULAR (HRS)	192	J458133	100
1/31/2024	Williams, Jeff T	ACTING PAY (\$AMT) RET ELIG		62.88 J458133	1125
1/31/2024	Williams, Jeff T	OT @ 1.5 (\$ AMT)		2699.52 J458133	1640
1/31/2024	Williams, Jeff T	OT @ 1.5 (HRS)	48	J458133	640
1/31/2024	Young, Lynene J	HOLIDAY PAY (AMT\$) RET ELIG		360 J774771	1300
1/31/2024	Young, Lynene J	HOLIDAY PAY STRIGHT TIME (HRS) RET ELIG	12	J774771	300
1/31/2024	Young, Lynene J	REGULAR (\$ AMT)		3480 J774771	1100
1/31/2024	Young, Lynene J	REGULAR (HRS)	116	J774771	100
1/31/2024	Zuanich, Luke R	REGULAR (\$ AMT)		1871.96 J925872	1100
1/31/2024	Zuanich, Luke R	REGULAR (HRS)	106	J925872	100
1/31/2024	Zuanich, Luke R	REGULAR (\$ AMT)		75 J925872	1100

## General Fund Vouchers January 2024

Snohomish County Fire District 5

Time:

13:53:34

Date:

01/04/2024

01/01/2024 To: 01/31/2024

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Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo	
240101001	ADT Commercial	3	01/01/2024	Claims	1	38.19	Alarm monitoring services	57429
240101002	Amazon Capital Services, Inc	4	01/01/2024	Claims	1	1,102.92	Office Supplies, Photo backdrop and tripod stand, display shelf for lobby, cleaning supplies, PO# 2023-3265 uniform pants (8), shoes (2)	54548
240101003	Aramark uniform & Career Apparel Group	5	01/01/2024	Claims	1	65.44	Door mat cleaning services	55720
240101004	Board of Volunteer	6	01/01/2024	Claims	1	60.00	Annual Disability Fee (2) Volunteers	05523
240101005	City of Sultan	7	01/01/2024	Claims	1	887.22	Water, Storm water and Sewer services	02960
240101006	Comcast	8	01/01/2024	Claims	1	372.67	HD Service for Television; Internet and Static IP	37809
240101007	EvergreenHealth Kirkland	9	01/01/2024	Claims	1	720.00	Physical - Fisher, William and Han, John; Physical for recruit Creagan, M.	22898
240101008	ISOsource	10	01/01/2024	Claims	1	1,694.23	Professional workstation, Server, IT Glue Documentation and Virtual Host monitoring, Virus removal, Veeam Monitoring and Backup	45596
240101009	Kroesen's Uniform Co.	11	01/01/2024	Claims	1	229.00	Nomex Pants (1)	49454
240101010	Life Assist Inc.	12	01/01/2024	Claims	1	3,965.24	ALS and BLS medical supplies - PO# 2023-3250-3263-3236	05604
240101011	McGavick Graves, PS	13	01/01/2024	Claims	1	420.00	Legal services	52734
240101012	O'Reilly	14	01/01/2024	Claims	1	7.20	Turn signal bulbs for T51	06777
240101013	Paladin Background Screening	15	01/01/2024	Claims	1	159.00	Background and drivers checks (4) recruits	48090
240101014	Petro Card Systems Inc.	16	01/01/2024	Claims	1	1,794.30	Fuel	02383
240101015	Pitzen, Samantha - Reimbursement	17	01/01/2024	Claims	1	925.12	Tuition Reimbursement	58884
240101016	Puget Sound Energy/Payment Pro.	18	01/01/2024	Claims	1	321.27	Apparatus Bay Heat	05661
240101017	Republic Services	19	01/01/2024	Claims	1	198.13	Garbage and Recycling Services	45967
240101018	Sky Valley Chamber of Commerce	20	01/01/2024	Claims	1	50.00	Chamber Membership Dues	12096
240101019	SnoCo 911	21	01/01/2024	Claims	1	7,953.15	EPCR - October 2023; Dispatch Services, EPCR, Managed Laptop, Broadband, Maintenance and fees	53120
240101020	SnoCo EMS Services	22	01/01/2024	Claims	1	5,659.97	Assessed Fee Snohomish County EMS 2024	02814

## General Fund Vouchers January 2024

Snohomish County Fire District 5

Time: 13:53:34 Date: 01/04/2024

01/01/2024 To: 01/31/2024

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Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo	County ID
240101021	SnoCo PUD	23	01/01/2024	Claims	1	250.57	304 Alder	02827
240101022	Snohomish Regional Fire & Rescue ( was D	24	01/01/2024	Claims	1	7,213.70	Annual PM Service E51	06499
240101023	US Bank National	25	01/01/2024	Claims	1	2,152.44	PO#3259, 3256 - Daily Dispatch, Costco, - Sky Chamber, CDW, Texaco, Sahara Pizza, PO,	07114
240101024	Verizon Wireless	26	01/01/2024	Claims	1	422.20	Apparatus Cell	20133
240101025	WA Fire Commissioners Association	27	01/01/2024	Claims	1	2,376.00	Annual Dues	06329
240101026	WA State ESD - Unemployment	28	01/01/2024	Claims	1	494.71	4th Quarter Unemployment: 10/01/2023 - 12/31/2023	12726
240101027	WA State L & I	29	01/01/2024	Claims	1	27,331.31	4TH Quarter L&I: 10/01/2023 - 12/31/2023	34131
240101028	Ziply Fiber	30	01/01/2024	Claims	1	931.72	Elan Station 51,Phones, Fax, County Elan	55439
Total Vouchers:						67,795.70		

CERTIFICATION: I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described, or that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim is a just, due and unpaid obligation against the Fire District 5, and that I am authorized to authenticate and certify to said claim.

Voucher# 240101001 through# 240101028 \$67,795.70



Date: 01/05/2024

District Secretary, Cathy Barth,  
Fire Dist. 5 Taxing District

Commissioner Fox \_\_\_\_\_

Commissioner Geiger \_\_\_\_\_

Commissioner Chase \_\_\_\_\_



### Capital Projects Fund January 2024

Snohomish County Fire District 5

Time:

14:18:34 Date: 01/04/2024

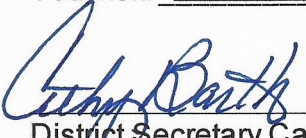
01/01/2024 To: 01/31/2024

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Voucher Claimant	Trans	Date	Type	Acct #	Amount	Memo	
240102001 Snohomish Regional Fire & Rescue ( was D	31	01/01/2024	Claims	3	7,557.51	CH 51 radio install, shore power charger, Wi-Fi device, antennas and aux	06499
240102002 US Bank National	32	01/01/2024	Claims	3	4,777.14	Stage 3 Motorsports, PO# 2023-3241 De-el Enterprises, Inc.	07114
Total Vouchers:					12,334.65		

CERTIFICATION: I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described, or that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim is a just, due and unpaid obligation against the Fire District 5, and that I am authorized to authenticate and certify to said claim.

Voucher# 240102001 through# 240102002 \$ 12,334.65



Date: 01/05/2024

District Secretary, Cathy Barth,  
Fire Dist. 5 Taxing District

Commissioner Fox \_\_\_\_\_

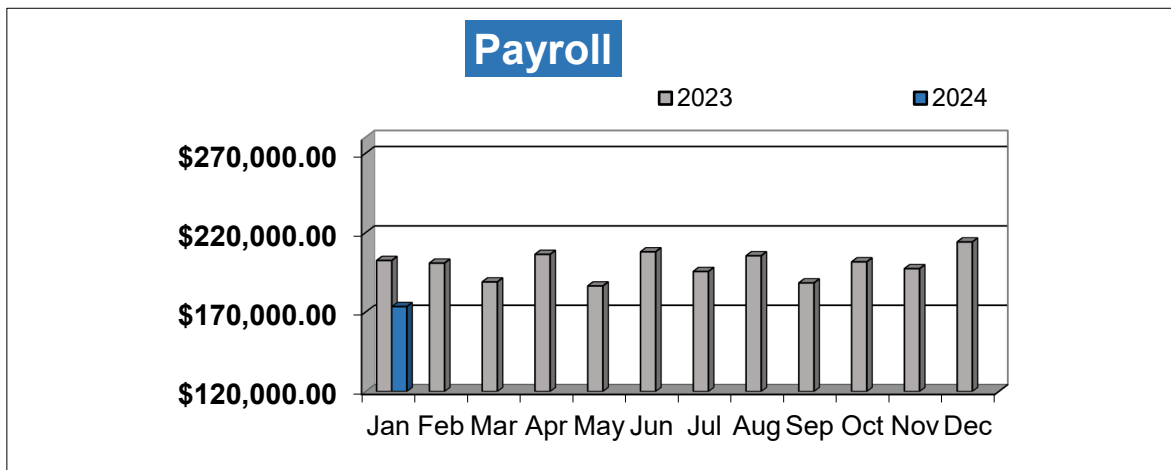
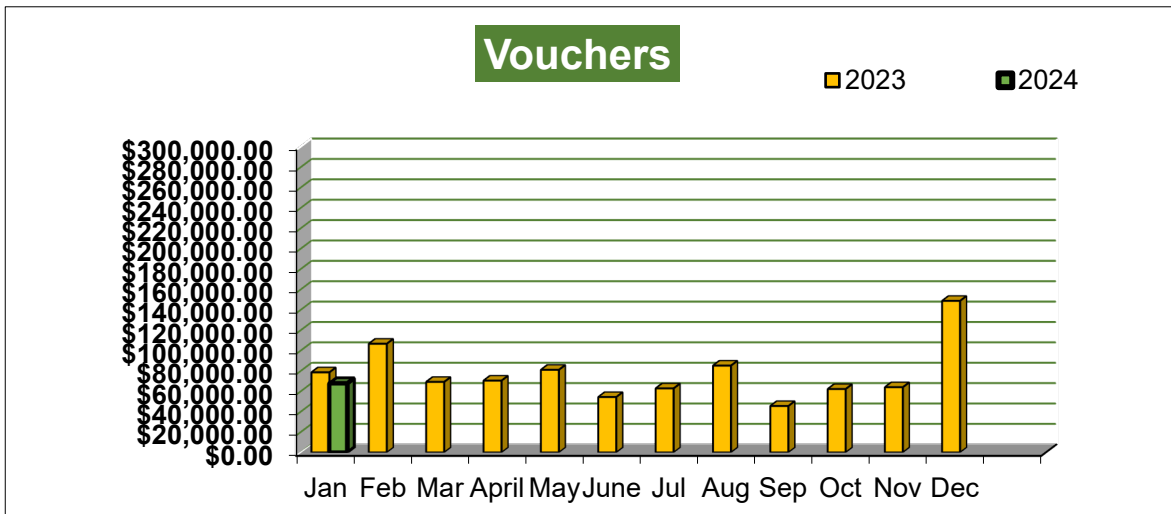
Commissioner Geiger \_\_\_\_\_

Commissioner Chase \_\_\_\_\_

# Voucher & Payroll Expenditures

Vouchers			Payroll		
Month	2023	2024	Month	2023	2024
Jan	\$78,557.07	\$67,795.70	Jan	\$202,539.60	\$173,477.62
Feb	\$106,614.43		Feb	\$200,866.10	
Mar	\$69,149.57		Mar	\$189,029.54	
April	\$70,408.45		Apr	\$206,385.29	
May	\$81,029.69		May	\$186,472.45	
June	\$54,322.89		Jun	\$207,996.97	
Jul	\$62,772.17		Jul	\$195,608.23	
Aug	\$85,166.20		Aug	\$205,498.34	
Sep	\$45,532.64		Sep	\$188,407.88	
Oct	\$62,159.36		Oct	\$201,678.94	
Nov	\$63,976.09		Nov	\$197,375.33	
Dec	\$148,720.38		Dec	\$214,209.82	
TOTAL	\$928,409	\$67,796	TOTAL	\$2,396,068	\$173,478

	<b>2023</b>	Average	\$ 77,367	<b>2023</b>	Average	\$ 199,412
	<b>2024</b>	Average	\$ 67,796	<b>2024</b>	Average	\$ 173,478



## ACCOUNTS PAYABLE PAID

Snohomish County Fire District 5

Expense  
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Accts	Pay #	Paid On	Year	Trans	Vendor ID	Vendor	Amount	Memo
	<b>676</b>	<b>01/01/2024</b>	<b>2024</b>	<b>3</b>	<b>4</b>	<b>ADT Commercial</b>	<b>38.19</b>	<b>Alarm monitoring services</b>
		522 10 40 09				Professional Services 001 000 522 Expense Fund	38.19	
						Invoice		
						153069493	38.19	
	<b>721</b>	<b>01/01/2024</b>	<b>2024</b>	<b>4</b>	<b>10</b>	<b>Amazon Capital Services, Inc</b>	<b>1,102.92</b>	<b>Office Supplies, Photo backdrop and tripod stand, display shelf for lobby, cleaning supplies, PO# 2023-3265 uniform pants (8), shoes (2)</b>
		522 10 30 21				Office Supplies 001 000 522 Expense Fund	19.52	
		522 50 30 12				Supplies (cleaning, paper, maint) 001 000 522 Expense Fund	175.61	
		594 22 60 01				Furnishings - Equipment 001 000 594 Expense Fund	306.95	
		594 22 60 05				Uniforms and Badges 001 000 594 Expense Fund	600.84	PO#2023-3265
						Invoice		
						1QPDKF496QV9	19.52	
						1PTWVYJQLP1R	306.95	
						1CMPNQTFRH3C	175.61	
						1KPT6FC9K6RF	600.84	
	<b>708</b>	<b>01/01/2024</b>	<b>2024</b>	<b>5</b>	<b>389</b>	<b>Aramark uniform &amp; Career Apparel G</b>	<b>65.44</b>	<b>Door mat cleaning services</b>
		522 10 40 09				Professional Services 001 000 522 Expense Fund	65.44	
						Invoice		
						6560313845	16.36	
						6560309631	16.36	
						6560306069	16.36	
						6560302518	16.36	
	<b>679</b>	<b>01/01/2024</b>	<b>2024</b>	<b>6</b>	<b>30</b>	<b>Board of Volunteer Firefighters</b>	<b>60.00</b>	<b>Annual Disability Fee (2) Volunteers</b>
		522 20 20 01				P-State Pensions 001 000 522 Expense Fund	60.00	
						Invoice		
						SCFD5-013124-BVFF	60.00	
	<b>716</b>	<b>01/01/2024</b>	<b>2024</b>	<b>7</b>	<b>44</b>	<b>City of Sultan</b>	<b>887.22</b>	<b>Water, Storm water and Sewer services</b>
		522 50 40 37				Utilities (water, sewer, garbage, i 001 000 522 Expense Fund	887.22	

## ACCOUNTS PAYABLE PAID

Snohomish County Fire District 5

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Accts Pay #	Paid On	Year	Trans	Vendor ID	Vendor	Amount	Memo
					Invoice		
					CITY-012024	887.22	
<b>704</b>	<b>01/01/2024</b>	<b>2024</b>	<b>8</b>	<b>50</b>	<b>Comcast</b>	<b>22.53</b>	<b>HD Service for Television</b>
	522 10 40 11				Communications 001 000 522 Expense Fund	22.53	
					Invoice		
					0130273290-SCF5-0131	22.53	
<b>718</b>	<b>01/01/2024</b>	<b>2024</b>	<b>8</b>	<b>50</b>	<b>Comcast</b>	<b>350.14</b>	<b>Internet and Static IP</b>
	522 10 40 11				Communications 001 000 522 Expense Fund	350.14	
					Invoice		
					9264-012024	350.14	
<b>699</b>	<b>01/01/2024</b>	<b>2024</b>	<b>9</b>	<b>407</b>	<b>EvergreenHealth Kirkland</b>	<b>478.00</b>	<b>Physical - Fisher, William and Han, John</b>
	522 10 40 22				Physicals - Exam, UA, Vision, Hej 001 000 522 Expense Fund	478.00	
					Invoice		
					P1011808550	236.00	
					P1012006820	242.00	
<b>709</b>	<b>01/01/2024</b>	<b>2024</b>	<b>9</b>	<b>407</b>	<b>EvergreenHealth Kirkland</b>	<b>242.00</b>	<b>Physical for recruit Creagan, M.</b>
	522 10 40 22				Physicals - Exam, UA, Vision, Hej 001 000 522 Expense Fund	242.00	
					Invoice		
					P1012044710	242.00	
<b>705</b>	<b>01/01/2024</b>	<b>2024</b>	<b>10</b>	<b>120</b>	<b>ISOsource</b>	<b>1,694.23</b>	<b>Professional workstation, Server, IT Glue Documentation and Virtual Host monitoring, Virus removal, Veeam Monitoring and Backup</b>
	522 10 40 09				Professional Services 001 000 522 Expense Fund	1,694.23	
					Invoice		
					CW289297	1,694.23	
<b>701</b>	<b>01/01/2024</b>	<b>2024</b>	<b>11</b>	<b>128</b>	<b>Kroesen's Uniform Co.</b>	<b>229.00</b>	<b>Nomex Pants (1)</b>

## ACCOUNTS PAYABLE PAID

Snohomish County Fire District 5

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Accts	Pay #	Paid On	Year	Trans	Vendor ID	Vendor	Amount	Memo
		594 22 60 05				Uniforms and Badges	229.00	
					001 000 594	Expense Fund		
						Invoice		
						4803	229.00	
<b>710</b>	<b>01/01/2024 2024</b>	12			<b>139</b>	<b>Life Assist Inc.</b>	<b>3,965.24</b>	<b>ALS and BLS medical supplies - PO# 2023-3250-3263-3236</b>
		522 20 30 16			001 000 522	Ambulance Supplies (BLS/ALS) Expense Fund	3,965.24	
						Invoice		
						1387695	201.40	
						1388276	201.00	
						1391278	223.79	
						1390845	267.75	
						1392325	3,071.30	
<b>711</b>	<b>01/01/2024 2024</b>	13			<b>391</b>	<b>McGavick Graves, PS</b>	<b>420.00</b>	<b>Legal services</b>
		522 10 40 09			001 000 522	Professional Services Expense Fund	420.00	
						Invoice		
						38454	420.00	
<b>720</b>	<b>01/01/2024 2024</b>	14			<b>400</b>	<b>O'Reilly</b>	<b>7.20</b>	<b>Turn signal bulbs for T51</b>
		522 60 30 06			001 000 522	Apparatus/Equipment Parts & S Expense Fund	7.20	
						Invoice		
						5944-165396	7.20	
<b>712</b>	<b>01/01/2024 2024</b>	15			<b>189</b>	<b>Paladin Background Screening</b>	<b>159.00</b>	<b>Background and drivers checks (4) recruits</b>
		522 10 40 03			001 000 522	Background Screenings Expense Fund	159.00	
						Invoice		
						5492	159.00	
<b>713</b>	<b>01/01/2024 2024</b>	16			<b>192</b>	<b>Petro Card Systems Inc.</b>	<b>1,794.30</b>	<b>Fuel</b>
		522 20 30 15			001 000 522	Diesel and Gasoline Expense Fund	1,794.30	
						Invoice		

## ACCOUNTS PAYABLE PAID

Snohomish County Fire District 5

Expense  
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Accts

Pay #	Paid On	Year	Trans	Vendor ID	Vendor	Amount	Memo
				C354531		1,794.30	
<b>681</b>	<b>01/01/2024</b>	<b>2024</b>	<b>17</b>	<b>425</b>	<b>Pitzen, Samantha - Reimbursement</b>	<b>925.12</b>	<b>Tuition Reimbursement</b>
	522 45 40 28				001 000 522 Expense Fund	925.12	
					Invoice		
					SCFD5-PITZEN	925.12	
<b>700</b>	<b>01/01/2024</b>	<b>2024</b>	<b>18</b>	<b>201</b>	<b>Puget Sound Energy/Payment Pro.</b>	<b>321.27</b>	<b>Apparatus Bay Heat</b>
	522 50 40 37				001 000 522 Expense Fund	321.27	
					Invoice		
					23513217-13124	321.27	
<b>717</b>	<b>01/01/2024</b>	<b>2024</b>	<b>19</b>	<b>207</b>	<b>Republic Services</b>	<b>198.13</b>	<b>Garbage and Recycling Services</b>
	522 50 40 37				001 000 522 Expense Fund	198.13	
					Invoice		
					0197-003278084	198.13	
<b>714</b>	<b>01/01/2024</b>	<b>2024</b>	<b>20</b>	<b>221</b>	<b>Sky Valley Chamber of Commerce</b>	<b>50.00</b>	<b>Chamber Membership Dues</b>
	522 10 40 16				001 000 522 Expense Fund	50.00	
					Invoice		
					10012	50.00	
<b>677</b>	<b>01/01/2024</b>	<b>2024</b>	<b>21</b>	<b>224</b>	<b>SnoCo 911</b>	<b>93.42</b>	<b>EPCR - October 2023</b>
	522 70 41 28				001 000 522 Expense Fund	93.42	
					Invoice		
					6721	93.42	
<b>707</b>	<b>01/01/2024</b>	<b>2024</b>	<b>21</b>	<b>224</b>	<b>SnoCo 911</b>	<b>7,859.73</b>	<b>Dispatch Services, EPCR, Managed Laptop, Broadband, Maintenance and fees</b>
	522 10 40 11				001 000 522 Expense Fund	378.18	
	522 20 40 05				001 000 522 Expense Fund	6,685.05	
	522 60 40 12				001 000 522 Expense Fund	63.39	

## ACCOUNTS PAYABLE PAID

Snohomish County Fire District 5

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Accts Pay #	Paid On	Year	Trans	Vendor ID	Vendor	Amount	Memo
522 70 41 28	EPCR			001 000	522 Expense Fund	85.18	
591 28 70 01	Leases			001 000	591 Expense Fund	647.93	
Invoice							
						6739	6,685.05
						6778	85.18
						6795	1,089.50
<b>680</b>	<b>01/01/2024</b>	<b>2024</b>	<b>22</b>	<b>225</b>	<b>SnoCo EMS Services</b>	<b>5,659.97</b>	<b>Assessed Fee Snohomish County EMS 2024</b>
522 10 40 16	Dues			001 000	522 Expense Fund	5,659.97	
Invoice							
						24-06	5,659.97
<b>698</b>	<b>01/01/2024</b>	<b>2024</b>	<b>23</b>	<b>233</b>	<b>SnoCo PUD</b>	<b>250.57</b>	<b>304 Alder</b>
522 50 40 37	Utilities (water, sewer, garbage, t			001 000	522 Expense Fund	232.75	
522 50 40 37	Utilities (water, sewer, garbage, t			001 000	522 Expense Fund	8.91	
522 50 40 37	Utilities (water, sewer, garbage, t			001 000	522 Expense Fund	8.91	
Invoice							
						119328178	232.75
						106164932	8.91
						125954695	8.91
<b>678</b>	<b>01/01/2024</b>	<b>2024</b>	<b>24</b>	<b>235</b>	<b>Snohomish Regional Fire &amp; Rescue ( v</b>	<b>7,213.70</b>	<b>Annual PM Service E51</b>
522 60 40 29	Monroe - Apparatus Maintenanc			001 000	522 Expense Fund	7,213.70	
Invoice							
						46150	7,213.70
<b>702</b>	<b>01/01/2024</b>	<b>2024</b>	<b>25</b>	<b>266</b>	<b>US Bank National</b>	<b>2,152.44</b>	<b>PO#3259, 3256 - Daily Dispatch, Costco, - Sky Chamber, CDW, Texaco, Sahara Pizza, PO,</b>
522 10 30 01	Postage - Tax - Shipping			001 000	522 Expense Fund	20.51	Mailings
522 10 40 09	Professional Services			001 000	522 Expense Fund	405.00	Employment Ad
522 10 40 16	Dues			001 000	522 Expense Fund	60.00	Costco Membership
522 10 40 20	Meals (business luncheons) & p			001 000	522 Expense Fund	167.63	Dr. Talley EMS run review- Pizza, Soda and Cups
522 10 40 20	Meals (business luncheons) & p			001 000	522 Expense Fund	30.00	Chamber meeting lunches, Chief and DC
522 30 30 23	Fire Prevention Education (Holid			001 000	522 Expense Fund	184.38	Santa Day Refreshments

## ACCOUNTS PAYABLE PAID

Snohomish County Fire District 5

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Accts

Pay #	Paid On	Year	Trans	Vendor ID	Vendor	Amount	Memo
522 60 30 06	Apparatus/Equipment Parts & S			001 000 522	Expense Fund	19.42	Adapter for keyboard CH 51
594 22 60 01	Furnishings - Equipment			001 000 594	Expense Fund	1,265.50	Two Christmas Trees and Storage Carts
Invoice							
						USBANK 013124	2,152.44
<b>719</b>	<b>01/01/2024</b>	<b>2024</b>	<b>26</b>	<b>269</b>	<b>Verizon Wireless</b>	<b>422.20</b>	<b>Apparatus Cell Phones</b>
522 10 40 11	Communications			001 000 522	Expense Fund	422.20	
Invoice							
						9952644161	422.20
<b>682</b>	<b>01/01/2024</b>	<b>2024</b>	<b>27</b>	<b>271</b>	<b>WA Fire Commissioners Association</b>	<b>2,376.00</b>	<b>Annual Dues</b>
522 10 40 16	Dues			001 000 522	Expense Fund	2,376.00	
Invoice							
						300001526	2,376.00
<b>674</b>	<b>01/01/2024</b>	<b>2024</b>	<b>28</b>	<b>277</b>	<b>WA State ESD - Unemployment</b>	<b>494.71</b>	<b>4th Quarter Unemployment: 10/01/2023 - 12/31/2023</b>
522 20 20 06	State Payroll Taxes			001 000 522	Expense Fund	46.50	Araujo, Joseph A - Unemployment
522 20 20 06	State Payroll Taxes			001 000 522	Expense Fund	30.19	Barth, Cathy L - Unemployment
522 20 20 06	State Payroll Taxes			001 000 522	Expense Fund	41.88	Beuschlein, Brandon J - Unemployment
522 20 20 06	State Payroll Taxes			001 000 522	Expense Fund	53.72	Bingham, Steven A - Unemployment
522 20 20 06	State Payroll Taxes			001 000 522	Expense Fund	29.98	Bural, Brent R - Unemployment
522 20 20 06	State Payroll Taxes			001 000 522	Expense Fund	28.03	Corn, Justin G - Unemployment
522 20 20 06	State Payroll Taxes			001 000 522	Expense Fund	36.77	Fulcher, Jim A - Unemployment
522 20 20 06	State Payroll Taxes			001 000 522	Expense Fund	23.44	Gonzalez, Saul P - Unemployment
522 20 20 06	State Payroll Taxes			001 000 522	Expense Fund	9.35	Martin, Joel W - Unemployment
522 20 20 06	State Payroll Taxes			001 000 522	Expense Fund	21.40	Perkins, Jacob P - Unemployment
522 20 20 06	State Payroll Taxes			001 000 522	Expense Fund	48.58	Peterson, Scott W - Unemployment
522 20 20 06	State Payroll Taxes			001 000 522	Expense Fund	47.33	Tonkin, Steven L L - Unemployment
522 20 20 06	State Payroll Taxes			001 000 522	Expense Fund	4.82	Wren, Jessica A - Unemployment
522 20 20 06	State Payroll Taxes			001 000 522	Expense Fund	47.42	Young, Lynene J - Unemployment
522 20 20 06	State Payroll Taxes			001 000 522	Expense Fund	25.31	Zuanich, Luke R - Unemployment
522 20 20 06	State Payroll Taxes			001 000 522	Expense Fund	-0.01	Rounding Adjustment - Unemployment

Invoice

# ACCOUNTS PAYABLE PAID

Snohomish County Fire District 5

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Accts	Pay #	Paid On	Year	Trans	Vendor ID	Vendor	Amount	Memo
					ESDQTR4		494.71	
<b>675</b>	<b>01/01/2024</b>	<b>2024</b>		<b>29</b>	<b>281</b>	<b>WA State L &amp; I</b>	<b>27,331.31</b>	<b>4TH Quarter L&amp;I: 10/01/2023 - 12/31/2023</b>
	522	20	20	06	State	Payroll Taxes		
					001	000 522 Expense Fund	892.35	Araujo, Joseph A - L&I
					001	000 522 Expense Fund	100.26	Barth, Cathy L - L&I
					001	000 522 Expense Fund	1,670.93	Bertholf, Ron A - L&I
					001	000 522 Expense Fund	1,113.94	Beuschlein, Brandon J - L&I
					001	000 522 Expense Fund	1,120.53	Bingham, Steven A - L&I
					001	000 522 Expense Fund	1,054.66	Bural, Brent R - L&I
					001	000 522 Expense Fund	1,101.95	Clark, Scott N - L&I
					001	000 522 Expense Fund	898.35	Corn, Justin G - L&I
					001	000 522 Expense Fund	1,711.65	Duros, Emily C - L&I
					001	000 522 Expense Fund	2.53	Fox, Steve C - L&I
					001	000 522 Expense Fund	79.47	Fulcher, Jim A - L&I
					001	000 522 Expense Fund	848.05	Gonzalez, Saul P - L&I
					001	000 522 Expense Fund	2,013.51	Gwilt, Jason D - L&I
					001	000 522 Expense Fund	1,166.63	Johnson, Seth R - L&I
					001	000 522 Expense Fund	156.91	Martin, Joel W - L&I
					001	000 522 Expense Fund	1,978.76	Olson, Christopher S - L&I
					001	000 522 Expense Fund	780.98	Perkins, Jacob P - L&I
					001	000 522 Expense Fund	1,131.91	Peterson, Scott W - L&I
					001	000 522 Expense Fund	1,717.65	Pitzen, Samantha N - L&I
					001	000 522 Expense Fund	1,564.32	Shroy, Chris M - L&I
					001	000 522 Expense Fund	1,058.26	Tonkin, Steven L L - L&I
					001	000 522 Expense Fund	1,790.11	Tullis, Tim N - L&I
					001	000 522 Expense Fund	2,341.71	Williams, Jeff T - L&I
					001	000 522 Expense Fund	179.67	Wren, Jessica A - L&I
					001	000 522 Expense Fund	78.82	Young, Lynene J - L&I
					001	000 522 Expense Fund	778.58	Zuanich, Luke R - L&I
					001	000 522 Expense Fund	-1.18	Rounding Adjustment - L&I
					Invoice			
					LNIQTR4		27,331.31	
<b>715</b>	<b>01/01/2024</b>	<b>2024</b>		<b>30</b>	<b>298</b>	<b>Zipty Fiber</b>	<b>931.72</b>	<b>Elan Station 51,Phones, Fax, County Elan</b>
	522	10	40	11	Communications			
					001	000 522 Expense Fund	931.72	

**ACCOUNTS PAYABLE PAID**

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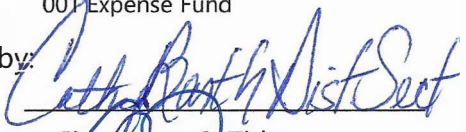
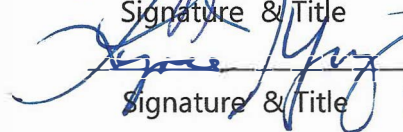
Accts Pay #	Paid On	Year	Trans	Vendor ID	Vendor	Amount	Memo
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				<u>Invoice</u>			
				3601880051-012024		931.72	

				<b>Total:</b>		<b>67,795.70</b>	
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Fund							
001 Expense Fund						67,795.70	

This report has been reviewed by:

	<u>1/4/2024</u>
Signature & Title	Date
	<u>1/4/2024</u>
Signature & Title	Date

Asst. District Secretary

REMARKS:

## ACCOUNTS PAYABLE PAID

Snohomish County Fire District 5

Projects

Time: 15:45:13 Date: 01/04/2024

01/01/2024 To: 01/31/2024

Page: 1

Accts Pay #	Paid On	Year	Trans	Vendor ID	Vendor	Amount	Memo
<b>706</b>	<b>01/01/2024</b>	<b>2024</b>	31	<b>235</b>	<b>Snohomish Regional Fire &amp; Rescue ( v</b>	<b>7,557.51</b>	<b>CH 51 radio install, shore power charger, Wi-Fi device, antennas and aux battery install</b>
	594 22 60 03	Apparatus Replacement		300 000 594	Capital Project Fund	7,557.51	

Invoice

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46335 7,557.51

<b>703</b>	<b>01/01/2024</b>	<b>2024</b>	32	<b>266</b>	<b>US Bank National</b>	<b>4,777.14</b>	<b>Stage 3 Motorsports, PO# 2023-3241 De-el Enterprises, Inc.</b>
	594 22 60 21	Furnishings and Equipment		300 000 594	Capital Project Fund	3,205.36	Blinds for Admin offices, DC and Lt.'s offices and dorm rooms PO#2023-3241
	594 22 60 24	Small Tools		300 000 594	Capital Project Fund	1,571.78	Parts for F150 CH 51 apparatus

Invoice

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USBANK 013124B 4,777.14

Total: 12,334.65

Fund

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300 Capital Project Fund 12,334.65

This report has been reviewed by:

<i>Cathy Bert</i>	1/4/2024
Signature & Title	Date
<i>James Yong</i>	1/4/2024
Signature & Title <i>Asst. District Secretary</i>	Date

REMARKS:

Custom ▾ Jan 1, 2023 - Dec 31, 2023 ▾

**35%**

**FIRE**  
Percentage of Total Incidents

**65%**

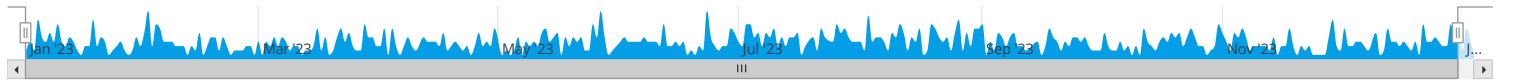
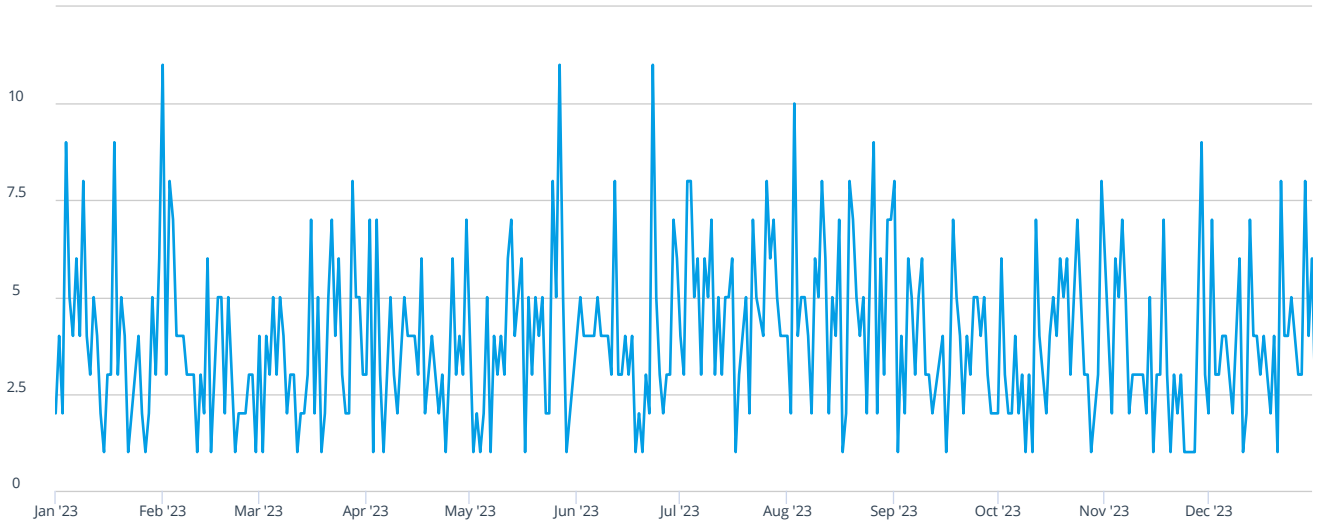
**EMS**  
Percentage of Total Incidents

**1,404**

**INCIDENTS**  
In Selected Time Slice

**365**

**DAYS**  
In Selected Time Slice



**Counts** | % Rows | % Columns | % All

	Jan '23	Feb '23	Mar '23	Apr '23	May '23	Jun '23	Jul '23	Aug '23	Sep '23	Oct '23	Nov '23	Dec '23	Jan '24	Total
(10) Fire, other								1	2		1			4
(11) Structure Fire	4	2	1	3	1		2	2	2			3		20
(12) Fire in mobile property used as a fixed structure	1													1
(13) Mobile property (vehicle) fire								1		1	1			3
(14) Natural vegetation fire			3	1	3	1	6	4	1	1				20
(15) Outside rubbish fire											2			2
(16) Special outside fire								1						1
(30) Rescue, emergency medical call (EMS), other		2	1	2	1		3	1		1				11
(31) Medical assist										1				1
(32) Emergency medical service (EMS) incident	72	68	70	72	74	73	71	84	70	82	74	84		894
(33) Lock-In			1								1			2
(34) Search for lost person				1										1
(35) Extrication, rescue									1					1
(36) Water or ice-related rescue				1	1	1	1	1			1	2		8

	Jan '23	Feb '23	Mar '23	Apr '23	May '23	Jun '23	Jul '23	Aug '23	Sep '23	Oct '23	Nov '23	Dec '23	Jan '24	Total
(40) Flammable gas or liquid condition, other						2								2
(41) Combustible/f... spills & leaks		1	1		1									3
(42) Chemical release, reaction, or toxic condition	1									1		1		3
(44) Electrical wiring/equipm.. problem	1				1	4	1		2			2		11
(48) Attempted burning, illegal action								1						1
(50) Service call, other	12	5	3	3	6	6	8	2		3	5	3		56
(51) Person in distress	3				2			1	1		1			8
(52) Water problem		1					2				1	1		5
(55) Public service assistance	5	3	6	6	3	6	9	6	5	4	2	6		61
(56) Unauthorized burning	4	3	6	2	1	9	14	12	6	5	3	5		70
(57) Cover assignment, standby at fire station, move-up						1	1	1				1		4
(60) Good intent call, other		1	2					1	1					5
(61) Dispatched and canceled en route	12	8	11	12	15	10	20	19	10	9	9	7		142
(62) Wrong location, no emergency found			3				3	6						12
(63) Controlled burning						1			1					2
(65) Steam, other gas mistaken for smoke								1	1					2
(67) HazMat release investigation w/no HazMat											1			1
(70) False alarm and false call, other	3	3	2	1	4	2	1	5	3	4	1	1		30
(73) System or detector malfunction			1	1		1	1	1						5
(74) Unintentional system/detect... operation (no fire)	1	1	1			1		1		2				7
(90) Special type of incident, other						1		1	1					3
NULL												2		2
Total	119	98	112	105	113	119	143	153	107	115	102	118		1,404



## Open Issues/Actions

Date Last Visited	OPEN ISSUES	Action Taken	Priority

Date Last Visited	TABLED OR POSTPONED ISSUES	Action Taken
05/22/23	Mitigation Fees - Growth Planning	In progress

Date Last Visited	CLOSED ISSUES	Action Taken
03/25/19	Five Year Plan	Completed
05/13/19	FMC Surplused and sold	Completed
05/13/19	1997 Ford Expedition surplused and sold	Completed
11/12/19	Vulnerability Assessment	Dismissed
11/12/19	ALS Contract	Completed
03/09/20	Sunset Clause addition to Resolution 2020-01 Voucher pre-approval	Completed
03/09/20	Resolution 2020-01 Sunset Clause	Completed
04/12/21	Consideration of a Five Member Board of Commissioners	Completed
02/22/21	Recruitment and hiring process for a Chief Officer	Completed
12/27/21	Exploration of a District 5 Medic Program	Completed
04/25/22	Life Insurance for Part Time and Volunteers	Completed
06/27/22	ALS Contract Snohomish Regional Fire and Rescue	Completed



# Snohomish County Fire District #5

## Annual Organizational Meeting

Category: Administrative

Status: Active

Date Approved: 02/28/2022

### **1 PURPOSE:**

- 1.1 To manage how and when the Board elects its officers.

### **2 PERSONNEL AFFECTED:**

- 2.1 Fire commissioners, secretary of the Board.

### **3 REFERENCE:**

- 3.1 RCW 29A.60.270 Local officers, beginning of terms – Organization of district boards of directors
- 3.2 RCW 29A.60.280 Local elected officials, commencement of term of office

### **4 POLICY:**

- 4.1 At the first regular meeting in January of each year, the Board shall elect, from its members, a chairperson and a vice chairperson to serve a one-year term.
- 4.2 If a commissioner is unable to continue to serve as chairperson, a replacement shall be elected immediately.
- 4.3 In order to provide a record of the proceedings of each meeting of the Board, the Board shall appoint a secretary of the Board. The Board may, at its discretion, appoint an alternate secretary of the Board.
- 4.4 All policies shall continue from year to year and Board to Board until and unless the Board engages in the process to officially amend, suspend or merge.

### **5 DEFINITIONS:**

- 5.1 District: Shall mean Snohomish County Fire District #5.
- 5.2 Board: Shall mean the Board of Fire Commissioners for Snohomish County Fire District #5.
- 5.3 Fire commissioner/commissioner: Shall mean an individual, duly elected or legally appointed Fire Commissioner for Snohomish County Fire District #5.
- 5.4 Secretary of the Board: Shall mean the person appointed by the Board to discharge the legal duties of the position.

## **6 RESPONSIBILITY:**

**6.1** Board and secretary of the Board.

## **7 PROCEDURE:**

**7.1** The normal order of business shall be modified for the annual organizational meeting by considering the following matters after the approval of the minutes of the previous meeting:

(a) Welcome and introduction of any newly elected fire commissioners by the outgoing chairperson.

- The secretary shall then become the chairperson pro tem.

(b) Call for nominations by the secretary of the Board for chairman to serve during the ensuing year.

(c) Election of a chairperson.

(d) Assumption of office by new chairperson.

(e) Call for nominations for vice chairperson to service during the ensuing year.

(f) Election of a vice chairperson.

## **8 APPENDIX**

**8.1** Not applicable



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Seth Johnson, Fire Chief



# Snohomish County Fire District #5

## Officers of the Board

Category: Administrative

Status: Active

Date Approved: 02/28/2022

### **1 PURPOSE:**

- 1.1 Outline the roles and responsibilities of the Board officers.

### **2 PERSONNEL AFFECTED:**

- 2.1 Board officers, fire commissioners, secretary of the Board, fire chief.

### **3 REFERENCE:**

- 3.1 RCW 52.14.080 Chair - Secretary - Duties and oath

### **4 POLICY:**

- 4.1 The chairperson shall preside at all Board meetings and sign all papers and documents as required by law and as authorized by action of the Board.
- 4.2 The chairperson shall conduct the meeting in the manner prescribed by the Board's policies, provided that the chairperson shall have the full right to participate in debate without relinquishing the chair and shall have the right to vote on all matters put to a vote.
- 4.3 The chairperson shall be the official recipient of correspondence directed to the Board and shall provide, or cause to be provided to other Board members, copies of the correspondence received on behalf of the Board.
- 4.4 In dealing with the media and the public in general the chairperson, or their designee, will serve as the spokesperson of the Board. The chairperson is authorized to report and discuss those actions which have been taken and those decisions made by the Board as a body.
- 4.5 The chairperson shall confer with the fire chief regarding sensitive issues which need immediate attention.
- 4.6 The vice chairperson shall preside at Board meetings in the absence of the chairperson and shall perform all duties of the chairperson in case of the chairpersons' absence or disability.

### **5 DEFINITIONS:**

- 5.1 District: Shall mean Snohomish County Fire District #5.

- 5.2 Board: Shall mean the Board of Fire Commissioners for Snohomish County Fire District #5.
- 5.3 Fire commissioner/commissioner: Shall mean an individual, duly elected or legally appointed Fire Commissioner for Snohomish County Fire District #5.
- 5.4 Chairperson: Shall mean the presiding officer of the Board.
- 5.5 Vice chairperson: Shall mean the secondary presiding officer of the Board.
- 5.6 Fire Chief: Shall mean the chief or authorized representative designated by the Board to carry out the management of the District.

## **6 RESPONSIBILITY:**

- 6.1 The chairperson of the Board opens the meetings, calls members to order, announces the purpose and topic of the meeting, recognizes members on the floor who are going to speak, announces results of the vote, protects the quorum from straying off topic and protects the majority of members from disruptive/distracting actions.

## **7 PROCEDURE:**

- 7.1 The chairperson shall conduct the meeting so that deliberation is clear, concise and directed to the issue at hand.
- 7.2 Discussion and/or action is summarized before moving on to the next agenda item.
- 7.3 The meeting should be managed so that the agenda is treated in an expeditious manner.
- 7.4 When appropriate, the chairperson may direct the fire chief to confer with individual fire commissioners when other opinions should be sought.

## **8 APPENDIX**

- 8.1 Not applicable



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Seth Johnson, Fire Chief

### Total Apparatus Service Expenses for the Year

Apparatus	Unit Year and Description	Unit Type	Cost for Year 2013	Cost for Year 2014	Cost for Year 2015	Cost for Year 2016	Cost for Year 2017	Cost for Year 2018	Cost for Year 2019	Cost for Year 2020	Cost for Year 2021	Cost for Year 2022	Cost for Year 2023	AVERAGE COST PER VEHICLE 2013 Through 2023
517	2006 Kenworth Tender	T51	\$2,720.19	\$2,715.72	\$1,050.76	\$11,398.84	\$28,989.09	\$4,071.29	\$4,378.45	\$2,660.08	\$17,775.07	\$7,191.65		\$8,295.11
519	2010 Ford Ambulance	A51a	\$2,173.14	\$2,769.68	\$945.30	\$4,152.06	\$23,268.25	\$5,560.24	\$8,959.02	\$6,263.88	\$35,366.74	\$10,445.43		\$9,990.37
520	2014 Jeep Cherokee	U51a/ old CH51		\$4,165.19	\$479.49	\$906.18	\$1,535.95	\$3,312.50	\$6,979.82	\$3,019.65	\$2,670.94	\$483.89		\$2,617.07
532	Ford F150 Pickup	CH51											\$7,557.51	\$7,557.51
521	2002 HME Fire Engine	E51a		\$0.00	\$2,476.93	\$21,297.90	\$12,202.03	\$10,693.35	\$10,272.25	\$5,208.25	\$12,609.79	\$12,301.87	\$19,047.98	\$10,611.04
522	2015 Pierce Pumper	E51		\$0.00	\$414.56	\$5,807.12	\$3,720.81	\$5,011.53	\$10,781.54	\$10,709.20	\$12,208.09	\$12,425.39	\$8,281.02	\$6,935.93
524	2015 Ford Brush Truck	BR51				\$4,287.71	\$1,299.24	\$768.68	\$1,141.65	\$2,001.39	\$2,490.37	\$2,258.55		\$2,035.37
525	1995 Brush Truck STEW	BR52					\$8,187.53	\$2,467.53	\$2,487.00	\$6,067.99	\$6,794.99	\$971.96		\$4,496.17
526	2018 Ford F150 Truck	U51						\$3,195.62	\$404.12	\$2,348.80	\$1,292.08		\$820.11	\$1,612.15
527	2018 Ford Explorer	DC51						\$1,976.48	\$1,071.42	\$590.57	\$5,407.06	\$389.34	\$1,170.55	\$1,767.57
528	2019 Ford F250 Truck	BAT51							\$4,425.95	\$420.30	\$3,274.15	\$2,030.54		\$2,537.74
529	2020 Ford Ambulance	M51								\$3,768.11	\$2,247.51	\$1,517.45	\$6,528.00	\$3,515.27
530	2021 Ford Ambulance	A51									\$3,416.09	\$3,061.62	\$2,500.60	\$2,992.77
537	1937 Fire Engine	Howe					\$3,067.97	\$0.00						\$1,533.99
523	1923 Ford Fire Truck	Mod T				\$0.00		\$0.00						\$0.00
<b>TOTAL</b>		This row = Expenses all vehicles per year.	\$4,893.33	\$9,650.59	\$5,367.04	\$47,849.81	\$82,270.87	\$37,057.22	\$50,901.22	\$43,058.22	\$105,552.88	\$53,077.69	\$45,905.77	\$44,144.06

Average all years