



## 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).



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### **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. District Secretary Barth was excused at that time.

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.

  
Cathy Barth  
District Secretary

# Chiefs Report to the Board of Commissioners

December 11<sup>th</sup>, 2023

## EMS News

- The final BLS and ALS run reviews have been completed for the year, and Dr. Talley was recognized for his service to the District.

## General

- Crews installed the bed drawer system in the CH51 replacement vehicle and it is now at Monroe shops for install of radio, charging system and last related items for inservicing.
- Santa at the Station was a successful event this past Saturday, with 105 child gift bags handed out and a good time had by all. A big thank you to all the personnel who participated in setting up, running and tearing down the event.

**Respectfully submitted,**

Seth Johnson  
Chief, Snohomish County Fire District 5