

SNOHOMISH COUNTY FIRE DISTRICT NO. 5

Commissioners Meeting Agenda

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



September 9, 2024

CALL TO ORDER

ADDITIONS TO THE AGENDA

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

CONSENT AGENDA

- 1) Approval of Minutes of August 12, 2024
- 2) Approval of Minutes of August 26, 2024
- 3) Approval of Payroll September 2024 = \$175,894.12
- 4) Approval of Expense Fund Vouchers #240901001- #240901030 September 2024 = \$67,566.66
- 5) Approval of Capital Project Fund Vouchers #240902001-#240902001 Sept. 2024= \$2,000.00

CHIEF'S REPORT- To be presented

REPORTS

Payroll & Vouchers - Chart

Accounts Payable and Capital Projects Payable Paid – September 2024

Fire District #5 Calls

OLD BUSINESS

Open Issues / Actions

NEW BUSINESS

INFORMATIONAL

Records Requests

COMMISSIONER COMMENTS

ADJOURN



Board of Commissioners Meeting Minutes

August 12, 2024

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 Chase, Deputy Chief Fulcher and District Secretary, Cathy Barth, were present. Commissioner Geiger and Chief Johnson were in attendance via Zoom. Members of the public were in attendance.

Additions to the Agenda – District Secretary Barth asked to have added to New Business a part time administration position proposal.

Public/Staff Comments –

Commissioner Fox mentioned to Lt. Tullis that Aid 51 left rear brake light is out.

Consent Agenda -

Approval of Minutes for July 8, 2024

Approval of Special Meeting Minutes for July 20, 2024

Approval of Minutes for July 22, 2024

Approval of Payroll for August 2024 = \$187,010.23

Approval of Expense Fund Vouchers #240802001 - #240802039 (Excluding 24082018 which was moved to the Project Fund) August 2024 = \$96,093.52

Approval of Capital Projects Fund Vouchers #240801001 - #240801001 August 2024= \$42,151.03

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

Chief's Report – See attached.

Commissioner Chase asked Chief Johnson for a status update on the Smokey the Bear and fire danger signage. Chief Johnson responded that he has not been able to move forward on the project but plans to provide information at the next Board meeting.

Commissioner Geiger inquired as to the timeline for onboarding new employees. Chief Johnson replied that he is looking at the week of August 19th to make hiring decisions. He still needs to contact perspective employee references. Then he is assuming the new hire will need to give notice at their current job. The plan is to have the new employees start on October 1st.

Old Business – No old business was discussed.

Open Issues/Actions – No new actions were added.

New Business –

Resolution 2024-04 - A motion to approve [Resolution 2024-04 Petition to Annex Lake Bronson area](#) as presented was made by Commissioner Fox, seconded by Commissioner Chase, and passed unanimously.

PO# 2024-3420 SeaWestern - A motion to approve [2024-3420 Bunker Gear for Wilson, Perkins, and Bingham](#) as presented, was made by Commissioner Fox, seconded by Commissioner Geiger, and passed unanimously.



Board of Commissioners Meeting Minutes

August 12, 2024

New Business –continued

Commissioner Fox asked to add an Executive Session for a mid-year review for Chief Johnson, per RCW 42.30.110(g) Performance Review of a Public Employee to the next meeting. The Commissioners agreed.

Part time Administration Position – Chief Johnson presented the Commissioners with some background information and a job description for a temporary part time administration position. The Commissioners agreed that the hiring of a temporary part-time assistant to the administration is necessary.

A motion to approve the job description as presented for a part-time temporary administrative position, at the per hour rate and hours, was made by Commissioner Chase, seconded by Commissioner Fox, and passed unanimously. Per Policy 20.06.02

Commissioner Comments –

Commissioner Fox stated his appreciation to staff working a lot of overtime, as well as their support and due diligence. We continue to work toward hiring more staff.
Commissioner Geiger stated his appreciation to staff for jobs well done.
Commissioner Chase echoed the other Commissioners comments.

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 7:26 p.m.

Cathy Barth
District Secretary



Board of Commissioners Meeting Minutes

August 26, 2024

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, and District Secretary, Cathy Barth, were present. Members of the public were in attendance.

Public Hearing Regarding Annexation Properties Lake Bronson Area - Commissioner Fox opened the hearing. Members of the public were invited to speak.

No members of the public offered comments in favor of or in opposition to the annexation.

The Public hearing adjourned at 7:02 p.m.

Additions to Agenda – Commissioner Fox added to New Business a brief discussion about the Fire Commissioner Association annual meeting.

Public Comments – None.

Consent Agenda –
Agency Benefits for August 2024 – \$39,349.91

A motion to approve the **August 2024 Agency Benefits \$39,349.91** was made by Commissioner Fox, seconded by Commissioner Geiger, and passed unanimously.

Chief's Report – See Attached.

Commissioner Fox asked Chief Johnson if the Smokey the Bear statue would have a shovel. Chief Johnson replied that it will come with a shovel.

Old Business –

Open Issues/Actions – No new actions were added.

New Business –

Fire Commissioner Association Annual Conference - Commissioner Fox stated that the annual conference will be held in Spokane on October 23th. Commissioner Fox thought he should attend the conference in person. The Commissioners agreed to Commissioner Fox's attendance. Chief Johnson will provide Commissioners Chase and Geiger with proxy voting forms once the meeting date gets closer.

Deputy Fire Chief Hiring – 2025 Considerations – Chief Johnson presented the Commissioners with the job description and an employment agreement for a Deputy Chief position.

Commissioner Chase had some verbiage, and grammar changes she shared with the Board and Chief Johnson.

Commissioner Fox asked that number 14 of the Job description be amended to "Perform other functions and activities as assigned by the Fire Chief".

Deputy Fulcher will not be seeking a contract in 2025. He has offered a proposal for part time position he would like the District to consider. Chief Johnson stated that he has narrowed down the candidates to two for the Deputy Chief position. He would like to hire both candidates at the same time so there could be some overlap and training for the Deputy Chief Fulcher position.



Board of Commissioners Meeting Minutes

August 26, 2024

New Business – *continued*

Deputy Fire Chief Hiring – 2025 Considerations

Chief Johnson stated that he felt the two candidates would be a good fit. One candidate would be a good fit for the Operations side and the other for EMS, operating as a Medical Services Administrator. The Commissioners discussed the positions, duties, and the transition timeline. Chief Johnson was asked to provide a job description for the potential position that Deputy Chief Fulcher would be moving into. Also discussed was the termination of Deputy Chief Fulcher's current contract and notification timeline.

A motion to support the hiring of a second Deputy Chief was made by Commissioner Chase, seconded by Commissioner Fox, and passed unanimously.

Executive Session-

A motion to recess to Executive Session until 8:05 p.m. per RCW 42.30.110 (g) to evaluate the qualifications of an applicant for public employment and to review the performance of a public employee, was made by Commissioner Fox, seconded by Commissioner Geiger, and passed unanimously at 7:45 p.m. Commissioners Fox, Geiger, and Chase were present.

At 8:05 p.m. Commissioner Fox told those in attendance that the meeting would need to be extended for an additional fifteen minutes. A motion to extend the Executive Session was made by Commissioner Chase, seconded by Commissioner Geiger, and passed unanimously. Chief Johnson was asked to join the session. The Executive Session resumed at 8:05 p.m.

The Executive Session adjourned at 8:20 p.m. No action was taken.

The Regular Board Meeting resumed at 8:20 p.m.

Commissioner Comments – No comments.

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 8:21 p.m.

Cathy Barth
District Secretary

I, the undersigned, do hereby certify that the foregoing payroll is just, true and correct, that the persons whose names appear thereon actually performed labor as stated on the dates shown, that the amounts are actually due and unpaid, and that salary warrants and related benefit warrants shall be issued.

District Name: Snohomish County Fire District #5

Signed this : 9th day of September 2024

Prepared by: Cathy Barth
Payroll Clerk

Allowed in the sum of:
\$175,894.12

Approved by the Commissioners:

Steven Fox

Deborah Chase

Kelly Geiger

Approved by Chief Johnson for the Board of Commissioners
per Resolution 2021-04

9/30/2024	Adespya, Andrey S	REGULAR (\$ AMT)		1414.53	J000579	1100
9/30/2024	Adespya, Andrey S	REGULAR (HRS)	80.83		J000579	100
9/30/2024	Araujo, Joseph A	REGULAR (\$ AMT)		2793.67	J142480	1100
9/30/2024	Araujo, Joseph A	REGULAR (HRS)	109		J142480	100
9/30/2024	Araujo, Joseph A	REGULAR (\$ AMT)		75	J142480	1100
9/30/2024	Ashby, Hunter B	REGULAR (\$ AMT)		1321.25	J000572	1100
9/30/2024	Ashby, Hunter B	REGULAR (HRS)	75.5		J000572	100
9/30/2024	Barth, Cathy L	REGULAR (\$ AMT)		936.6	J868267	1100
9/30/2024	Barth, Cathy L	REGULAR (\$ AMT)		4421.64	J868267	1100
9/30/2024	Barth, Cathy L	REGULAR (HRS)	99.14		J868267	100
9/30/2024	Barth, Cathy L	Sick Used \$ (earnings)		1561	J868267	1805
9/30/2024	Barth, Cathy L	Sick Used Hrs (hours)	35		J868267	805
9/30/2024	Bertholf, Ron A	REGULAR (\$ AMT)		9593.4	J294584	1100
9/30/2024	Bertholf, Ron A	REGULAR (HRS)	192		J294584	100
9/30/2024	Bertholf, Ron A	OT @ 1.5 (\$ AMT)		5025.77	J294584	1640
9/30/2024	Bertholf, Ron A	OT @ 1.5 (HRS)	74.5		J294584	640
9/30/2024	Bertholf, Ron A	Sick Used Hrs (hours)	24		J294584	805
9/30/2024	Beuschlein, Brandon J	REGULAR (\$ AMT)		2460.48	J000239	1100
9/30/2024	Beuschlein, Brandon J	REGULAR (HRS)	96		J000239	100
9/30/2024	Bingham, Steven A	REGULAR (\$ AMT)		6656	J523056	1100
9/30/2024	Bingham, Steven A	REGULAR (HRS)	240		J523056	100
9/30/2024	Bingham, Steven A	OT @ 1.5 (\$ AMT)		631.8	J523056	1640
9/30/2024	Bingham, Steven A	OT @ 1.5 (HRS)	13.5		J523056	640
9/30/2024	Bural, Brent R	REGULAR (\$ AMT)		1524.96	J000319	1100
9/30/2024	Bural, Brent R	REGULAR (HRS)	72		J000319	100
9/30/2024	Corn, Justin G	REGULAR (\$ AMT)		3304.08	J606689	1100
9/30/2024	Corn, Justin G	REGULAR (HRS)	156		J606689	100
9/30/2024	Corn, Justin G	REGULAR (\$ AMT)		150	J606689	1100
9/30/2024	Duros, Emily C	REGULAR (\$ AMT)		8694.4	J917286	1100
9/30/2024	Duros, Emily C	REGULAR (HRS)	216		J917286	100
9/30/2024	Duros, Emily C	ACTING PAY (\$AMT) RET ELIG		32.88	J917286	1125
9/30/2024	Fox, Steve C	REGULAR (\$ AMT)		483	J538669	1100
9/30/2024	Friedman, Etta R	REGULAR (\$ AMT)		3510.59	J000529	1100
9/30/2024	Friedman, Etta R	REGULAR (HRS)	165.75		J000529	100
9/30/2024	Friedman, Etta R	REGULAR (\$ AMT)		150	J000529	1100
9/30/2024	Fulcher, Jim A	REGULAR (\$ AMT)		6581.47	J482503	1100
9/30/2024	Fulcher, Jim A	REGULAR (HRS)	114.67		J482503	100
9/30/2024	Fulcher, Jim A	Sick Used Hrs (hours)	24		J482503	805
9/30/2024	Geiger, Kelly M	REGULAR (\$ AMT)		322	J994315	1100
9/30/2024	Gonzalez, Saul P	REGULAR (\$ AMT)		2483.25	J000406	1100
9/30/2024	Gonzalez, Saul P	REGULAR (HRS)	129		J000406	100
9/30/2024	Gonzalez, Saul P	REGULAR (\$ AMT)		75	J000406	1100
9/30/2024	Gwilt, Jason D	REGULAR (\$ AMT)		9543.4	J392317	1100
9/30/2024	Gwilt, Jason D	REGULAR (HRS)	168		J392317	100
9/30/2024	Gwilt, Jason D	OT @ 1.5 (\$ AMT)		2046.55	J392317	1640
9/30/2024	Gwilt, Jason D	OT @ 1.5 (HRS)	30.5		J392317	640
9/30/2024	Johnson, Seth R	REGULAR (\$ AMT)		13993	J000204	1100
9/30/2024	Johnson, Seth R	REGULAR (HRS)	135.33		J000204	100
9/30/2024	Olson, Christopher S	REGULAR (\$ AMT)		8236.8	J000372	1100
9/30/2024	Olson, Christopher S	REGULAR (HRS)	192		J000372	100
9/30/2024	Olson, Christopher S	OT @ 1.5 (\$ AMT)		1390.08	J000372	1640

9/30/2024	Olson, Christopher S	OT @ 1.5 (HRS)	24	J000372	640
9/30/2024	Perkins, Jacob P	REGULAR (\$ AMT)		6656 J000468	1100
9/30/2024	Perkins, Jacob P	REGULAR (HRS)	144	J000468	100
9/30/2024	Peters, Bryce M	REGULAR (\$ AMT)		1260 J000577	1100
9/30/2024	Peters, Bryce M	REGULAR (HRS)	72	J000577	100
9/30/2024	Peterson, Scott W	REGULAR (\$ AMT)		3165.31 J917174	1100
9/30/2024	Peterson, Scott W	REGULAR (HRS)	123.5	J917174	100
9/30/2024	Peterson, Scott W	REGULAR (\$ AMT)		75 J917174	1100
9/30/2024	Peterson, Trevor P	REGULAR (\$ AMT)		2073.75 J000531	1100
9/30/2024	Peterson, Trevor P	REGULAR (HRS)	118.5	J000531	100
9/30/2024	Peterson, Trevor P	REGULAR (\$ AMT)		75 J000531	1100
9/30/2024	Pitzen, Samantha N	REGULAR (\$ AMT)		8236.8 J000371	1100
9/30/2024	Pitzen, Samantha N	REGULAR (HRS)	213.33	J000371	100
9/30/2024	Quijano, Carter J	REGULAR (\$ AMT)		2716.88 J000571	1100
9/30/2024	Quijano, Carter J	REGULAR (HRS)	155.25	J000571	100
9/30/2024	Quijano, Carter J	REGULAR (\$ AMT)		150 J000571	1100
9/30/2024	Robbins, Kyle A	REGULAR (\$ AMT)		210 J000578	1100
9/30/2024	Robbins, Kyle A	REGULAR (HRS)	12	J000578	100
9/30/2024	Schmekel, Tristan J	REGULAR (\$ AMT)		1802.5 J000590	1100
9/30/2024	Schmekel, Tristan J	REGULAR (HRS)	103	J000590	100
9/30/2024	Schmekel, Tristan J	REGULAR (\$ AMT)		75 J000590	1100
9/30/2024	Tonkin, Steven L L	REGULAR (\$ AMT)		3462.58 J464448	1100
9/30/2024	Tonkin, Steven L L	REGULAR (HRS)	122.83	J464448	100
9/30/2024	Tonkin, Steven L L	REGULAR (\$ AMT)		75 J464448	1100
9/30/2024	Tullis, Tim N	REGULAR (\$ AMT)		9593.4 J182317	1100
9/30/2024	Tullis, Tim N	REGULAR (HRS)	192	J182317	100
9/30/2024	Tullis, Tim N	OT @ 1.5 (\$ AMT)		4857.12 J182317	1640
9/30/2024	Tullis, Tim N	OT @ 1.5 (HRS)	72	J182317	640
9/30/2024	Williams, Jeff T	REGULAR (\$ AMT)		8445 J458133	1100
9/30/2024	Williams, Jeff T	REGULAR (HRS)	180	J458133	100
9/30/2024	Williams, Jeff T	ACTING PAY (\$AMT) RET ELIG		131.04 J458133	1125
9/30/2024	Williams, Jeff T	OT @ 1.5 (\$ AMT)		1425.36 J458133	1640
9/30/2024	Williams, Jeff T	OT @ 1.5 (HRS)	24	J458133	640
9/30/2024	Williams, Jeff T	Sick Used Hrs (hours)	24	J458133	805
9/30/2024	Wilson, Samantha M	REGULAR (\$ AMT)		8236.8 J000568	1100
9/30/2024	Wilson, Samantha M	REGULAR (HRS)	228	J000568	100
9/30/2024	Woolery, Sean R	REGULAR (\$ AMT)		7321.6 J000567	1100
9/30/2024	Woolery, Sean R	REGULAR (HRS)	216	J000567	100
9/30/2024	Woolery, Sean R	OT @ 1.5 (\$ AMT)		720.72 J000567	1640
9/30/2024	Woolery, Sean R	OT @ 1.5 (HRS)	14	J000567	640
9/30/2024	Young, Lynene J	REGULAR (\$ AMT)		3684.1 J774771	1100
9/30/2024	Young, Lynene J	REGULAR (HRS)	118.08	J774771	100
9/30/2024	Young, Lynene J	Sick Used \$ (earnings)		187.2 J774771	1805
9/30/2024	Young, Lynene J	Sick Used Hrs (hours)	6	J774771	805
9/30/2024	Zuanich, Luke R	REGULAR (\$ AMT)		1845.36 J925872	1100
9/30/2024	Zuanich, Luke R	REGULAR (HRS)	72	J925872	100

General Expense Fund Vouchers September 2024

Snohomish County Fire District 5

Time: 11:26:03 Date: 09/05/2024

09/01/2024 To: 09/30/2024

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Voucher Claimant	Trans	Date	Type	Acct #	Amount	Memo	
240901001 AT&T Mobility - First Net	777	09/01/2024	Claims	1	628.87	Apparatus and Staff Cell phones	28866
240901002 Amazon Capital Services, Inc	778	09/01/2024	Claims	1	1,057.27	Office Supplies, Footwear for duty crew, cleaning supplies, maintenance supplies for Station 51 and grounds, Barbell rack for gym	54548
240901003 Barmon Lumber, Inc	779	09/01/2024	Claims	1	260.91	Weed killer for station grounds, flooring sheets for Mezzanine safety improvements	00345
240901004 Bound Tree	780	09/01/2024	Claims	1	271.18	PO# 2023-3193 - Back ordered from July 2023 ALS/BLS Supplies	07212
240901005 City of Sultan	781	09/01/2024	Claims	1	1,250.32	Water, storm water and sewer, irrigation	02960
240901006 Comcast	782	09/01/2024	Claims	1	380.42	Internet and Static IP; HD Services	37809
240901007 ESO Solutions, Inc	783	09/01/2024	Claims	1	762.94	Data API to access account data in the ESO Fire RMS suite - Annual Renewal	40870
240901008 Everon, LLC - ADT (IRIS Group Hld)	784	09/01/2024	Claims	1	41.62	Alarm monitoring service	59100
240901009 FireTech Academy	785	09/01/2024	Claims	1	1,600.00	PO#2024-3427, 3431, 3432, 3433 - Leadership in Supervision - Lt. Gwilt	56157
240901010 Fulcher, Jim - Reimbursements	786	09/01/2024	Claims	1	272.75	PO# 2024-3439 Reimbursement for payment of bell stand	07243
240901011 ISOOutsource	787	09/01/2024	Claims	1	1,872.05	IT services, Agreement product subscriptions, IT Glue documentation, Password Software License, BlueVault Server and Workstation Monitoring	45596
240901012 Life Assist Inc.	788	09/01/2024	Claims	1	6,108.11	PO#2024-3423,3416, 3440 ALS and BLS Aid Car Supplies	05604
240901013 Napa Auto Parts (Monroe)	789	09/01/2024	Claims	1	37.00	Mixed fuel for saws and spark plug for BR51 portable pump	45733
240901014 Paladin Background Screening	790	09/01/2024	Claims	1	106.00	Background and License Check for Pitzen	48090
240901015 Petro Card Systems Inc.	791	09/01/2024	Claims	1	2,024.20	Fuel Apparatus	02383
240901016 Pitzen, Samantha - Reimbursement	792	09/01/2024	Claims	1	151.00	Physical Reimbursement	58884

General Expense Fund Vouchers September 2024

Snohomish County Fire District 5

Time: 11:26:03 Date: 09/05/2024

09/01/2024 To: 09/30/2024

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Voucher Claimant	Trans	Date	Type	Acct #	Amount	Memo	County ID
240901017 Republic Services	793	09/01/2024	Claims	1	203.10	Garbage, Dumpster and Recycle Service	45967
240901018 SeaWestern	794	09/01/2024	Claims	1	11,205.75	PO# 2024-3420 Turnout gear Bingham, Perkins, Wilson	02673
240901019 SnoCo 911	795	09/01/2024	Claims	1	7,887.18	Dispatch Services, EPCR, Laptop Lease-Broadband and Maintenance	53120
240901020 SnoCo PUD	796	09/01/2024	Claims	1	1,488.52	Station 52 - 304 Alder, 32905 Station 51, 33019 and 33021area lighting	02827
240901021 Snohomish Regional Fire & Rescue (was D	797	09/01/2024	Claims	1	523.07	Apparatus Repairs BR52	06499
240901022 Snure Law Office, PSC	798	09/01/2024	Claims	1	150.00	Snure Seminar - Barth, Fox, Chase	05673
240901023 Sound Publishing Inc.	799	09/01/2024	Claims	1	70.56	Legal Notice of Public Hearing	27307
240901024 Springbrook Holding Co. LLC	800	09/01/2024	Claims	1	220.00	Professional Services - Implentation of Payroll import and DC Fulcher password assistance and system information	56129
240901025 Systems Design West	801	09/01/2024	Claims	1	21,146.36	Transport Billing fee for July; PCG SFY 2023 Cost Report Consulting Services	50289
240901026 Tactron	802	09/01/2024	Claims	1	60.72	Passport tags for M51a. Personnel name tags for new personnel	41672
240901027 US Bank National	803	09/01/2024	Claims	1	6,384.56	PO#2024-3424-Envel opes.com, 2024-3415- Labor Law Posters, 2024-3434 -Adobe, 2024-3387 - Kitsap Tractor, 2024-3413 - Roth ID tags, 2024-3422 - The Supply Cache, 2024-3418 & 3425 - Costco	07114
240901028 Vestis Group Services	804	09/01/2024	Claims	1	65.48	Weekly Mat Cleaning Sevice	55720
240901029 WA Fire Commissioners Association	805	09/01/2024	Claims	1	405.00	PO# 2024-3436 - Commissioner Fox Event Ticket Annual WFCA Conference	06329
240901030 Ziplly Fiber	806	09/01/2024	Claims	1	931.72	Elan Station 51, Phones, Fax, County Elan	55439
Total Vouchers:					67,566.66		

General Expense Fund Vouchers September 2024

Snohomish County Fire District 5

Time: 11:26:03 Date: 09/05/2024

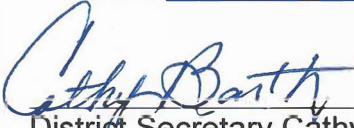
09/01/2024 To: 09/30/2024

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Voucher Claimant	Trans	Date	Type	Acct #	Amount	Memo	County ID
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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# 240901001 through# 24091030 \$ 67,566.66


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

Date: 9/9/24

Commissioner Fox _____

Commissioner Geiger _____

Commissioner Chase _____

Capital Projects Fund Vouchers September 2024

Snohomish County Fire District 5

Time: 12:22:17 Date: 09/05/2024

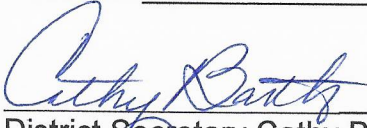
09/01/2024 To: 09/30/2024

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Voucher Claimant	Trans	Date	Type	Acct #	Amount	Memo	
240902001 US Bank National	807	09/01/2024	Claims	3	2,000.00	PO # 2024-3387 Kitsap Tractor- down payment for tractor parts	07114
Total Vouchers:					2,000.00		

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# 240902001 through# 240902001 \$ 2,000.00



Date: 9/9/2024

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

Commissioner Fox _____

Commissioner Geiger _____

Commissioner Chase _____

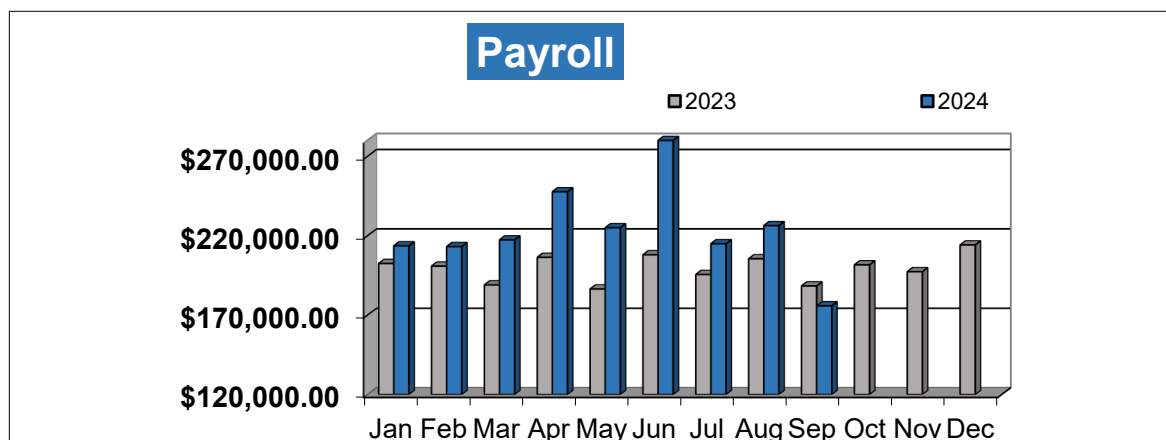
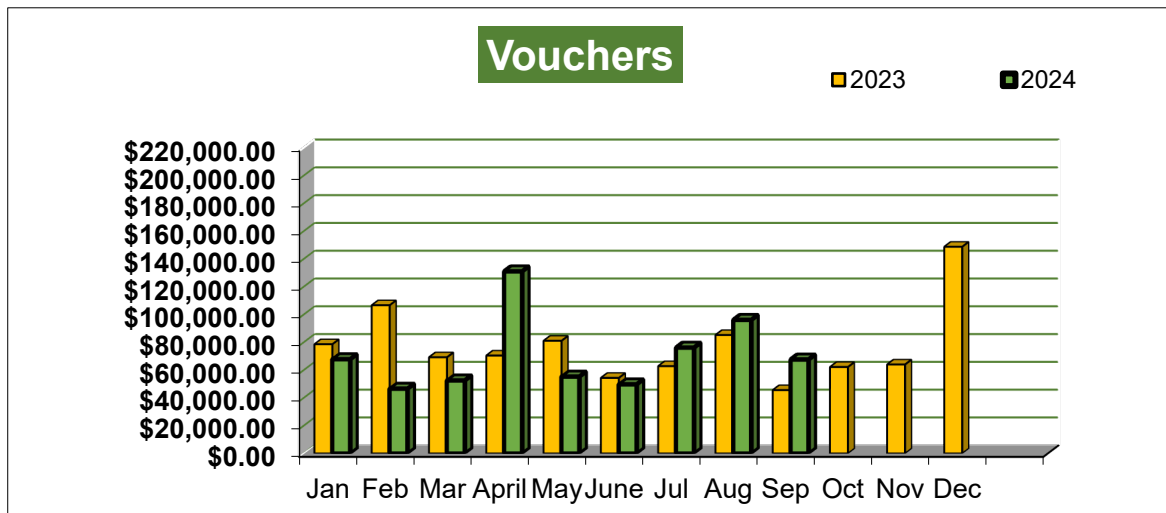
Voucher & Payroll Expenditures

Vouchers			Payroll		
Month	2023	2024	Month	2023	2024
Jan	\$78,557.07	\$67,795.70	Jan	\$202,539.60	\$213,647.62
Feb	\$106,614.43	\$46,556.93	Feb	\$200,866.10	\$213,173.56
Mar	\$69,149.57	\$52,530.42	Mar	\$189,029.54	\$217,404.63
April	\$70,408.45	\$131,022.65	Apr	\$206,385.29	\$247,704.55
May	\$81,029.69	\$55,285.94	May	\$186,472.45	\$225,061.50
June	\$54,322.89	\$49,705.77	Jun	\$207,996.97	\$282,530.95
Jul	\$62,772.17	\$76,114.85	Jul	\$195,608.23	\$214,971.78
Aug	\$85,166.20	\$96,093.52	Aug	\$205,498.34	\$226,360.14
Sep	\$45,532.64	\$67,566.66	Sep	\$188,407.88	\$175,894.12
Oct	\$62,159.36		Oct	\$201,678.94	
Nov	\$63,976.09		Nov	\$197,375.33	
Dec	\$148,720.38		Dec	\$214,209.82	

Includes Manual
Warrant Clark
Includes manual
Warrant Wilson

TOTAL	\$928,409	\$642,672	TOTAL	\$2,396,068	\$2,016,749
--------------	-----------	-----------	--------------	-------------	-------------

2023	Average	\$ 77,367	2023	Average	\$ 199,412
2024	Average	\$ 71,408	2024	Average	\$ 224,083



ACCOUNTS PAYABLE PAID

Snohomish County Fire District 5

Expense
09/01/2024 To: 09/30/2024

Time: 12:35:29 Date: 09/05/2024

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Accts

Pay #	Paid On	Year	Trans	Vendor ID	Vendor	Amount	Memo
1153	09/01/2024	2024	777	430	AT&T Mobility - First Net	628.87	Apparatus and Staff Cell phones
	522 10 40 11				Communications 001 000 522 Expense Fund	628.87	
					Invoice		
					287337997065X	628.87	
1180	09/01/2024	2024	778	10	Amazon Capital Services, Inc	1,057.27	Office Supplies, Footwear for duty crew, cleaning supplies, maintenance supplies for Station 51 and grounds, Barbell rack for gym
	522 10 30 21				Office Supplies 001 000 522 Expense Fund	345.65	
	522 45 30 13				Training Props/Devices & Suppli 001 000 522 Expense Fund	87.15	
	522 50 30 12				Supplies (cleaning, paper, maint 001 000 522 Expense Fund	119.85	
	522 50 40 43				Building Repairs and Maintenanc 001 000 522 Expense Fund	428.28	
	594 22 60 05				Uniforms and Badges 001 000 594 Expense Fund	76.34	
					Invoice		
					1RJCHGM9FTDH	345.65	
					1NXP6XWJ1YHN	76.34	
					1339YCQQ4DKT	119.85	
					1R6FQXLYCL9R	428.28	
					1D3HGH9F6PHL	87.15	
1150	09/01/2024	2024	779	21	Barmon Lumber, Inc	260.91	Weed killer for station grounds, flooring sheets for Mezzanine safety improvements
	522 50 30 12				Supplies (cleaning, paper, maint 001 000 522 Expense Fund	69.80	
	594 22 60 06				Facilities 001 000 594 Expense Fund	191.11	
					Invoice		
					692416	191.11	
					693351	69.80	
1131	09/01/2024	2024	780	385	Bound Tree	271.18	PO# 2023-3193 - Back ordered from July 2023 ALS/BLS Supplies
	522 20 30 16				Ambulance Supplies (BLS/ALS) 001 000 522 Expense Fund	271.18	
					Invoice		

ACCOUNTS PAYABLE PAID

Snohomish County Fire District 5

Expense
09/01/2024 To: 09/30/2024

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Accts Pay #	Paid On	Year	Trans	Vendor ID	Vendor	Amount	Memo
				85444280		271.18	
1170	09/01/2024	2024	781	44	City of Sultan	1,250.32	Water, storm water and sewer, irrigation
	522 50 40 37		Utilities (water, sewer, garbage, r		001 000 522 Expense Fund	1,250.32	
				Invoice			
				CITYSULTAN-093024		1,250.32	
1143	09/01/2024	2024	782	50	Comcast	356.83	Internet and Static IP
	522 10 40 11		Communications		001 000 522 Expense Fund	356.83	
				Invoice			
				0009264-093024		356.83	
1173	09/01/2024	2024	782	50	Comcast	23.59	HD Services
	522 10 40 11		Communications		001 000 522 Expense Fund	23.59	
				Invoice			
				0273290-093024		23.59	
				Total Comcast		380.42	
1177	09/01/2024	2024	783	80	ESO Solutions, Inc	762.94	Data API to access account data in the ESO Fire RMS suite - Annual Renewal
	522 10 40 09		Professional Services		001 000 522 Expense Fund	762.94	
				Invoice			
				ESO-147758		762.94	
1132	09/01/2024	2024	784	4	Everon, LLC - ADT (IRIS Group Hld)	41.62	Alarm monitoring service
	522 10 40 09		Professional Services		001 000 522 Expense Fund	41.62	
				Invoice			

ACCOUNTS PAYABLE PAID

Snohomish County Fire District 5

Expense
09/01/2024 To: 09/30/2024

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Accts Pay #	Paid On	Year	Trans	Vendor ID	Vendor	Amount	Memo
				155948541		41.62	
1141	09/01/2024	2024	785	355	FireTech Academy	1,600.00	PO#2024-3427, 3431, 3432, 3433 - Leadership in Supervision - Lt. Gwilt
	522 45 40 28		Tuition/Instructors		001 000 522 Expense Fund	1,600.00	
				Invoice			
				1657		400.00	
				1663		400.00	
				1664		400.00	
				1665		400.00	
1172	09/01/2024	2024	786	101	Fulcher, Jim - Reimbursements	272.75	PO# 2024-3439 Reimbursement for payment of bell stand
	594 22 60 01		Furnishings - Equipment		001 000 594 Expense Fund	272.75	
				Invoice			
				FULCHER-093024		272.75	
1152	09/01/2024	2024	787	120	ISOsource	1,872.05	IT services, Agreement product subscriptions, IT Glue documentation, Password Software License, BlueVault Server and Workstation Monitoring
	522 10 40 09		Professional Services		001 000 522 Expense Fund	1,872.05	
				Invoice			
				CW299297		837.50	
				CW299624		760.20	
				CW300079		274.35	
1151	09/01/2024	2024	788	139	Life Assist Inc.	6,108.11	PO#2024-3423,3416, 3440 ALS and BLS Aid Car Supplies
	522 20 30 16		Ambulance Supplies (BLS/ALS)		001 000 522 Expense Fund	6,108.11	
				Invoice			
				1504711		293.26	

ACCOUNTS PAYABLE PAID

Snohomish County Fire District 5

Expense

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09/01/2024 To: 09/30/2024

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Accts

Pay #	Paid On	Year	Trans	Vendor ID	Vendor	Amount	Memo
				1503932		248.42	
				1503937		255.02	
				1497801		49.50	
				1496680		196.70	
				1498418		5,065.21	
1149	09/01/2024	2024	789	156	Napa Auto Parts (Monroe)	37.00	Mixed fuel for saws and spark plug for BR51 portable pump
	522 60 40 12				Equipment Maintenance and Re 001 000 522 Expense Fund	37.00	
					Invoice		
					983692	37.00	
1178	09/01/2024	2024	790	189	Paladin Background Screening	106.00	Background and License Check for Pitzen
	522 10 40 03				Background Screenings 001 000 522 Expense Fund	106.00	
					Invoice		
					6041	106.00	
1176	09/01/2024	2024	791	192	Petro Card Systems Inc.	2,024.20	Fuel Apparatus
	522 20 30 15				Diesel and Gasoline 001 000 522 Expense Fund	2,024.20	
					Invoice		
					C542614	2,024.20	
1137	09/01/2024	2024	792	425	Pitzen, Samantha - Reimbursement	151.00	Physical Reimbursement
	522 10 40 22				Physicals - Exam, UA, Vision, Hea 001 000 522 Expense Fund	151.00	
					Invoice		
					15494278	151.00	
1171	09/01/2024	2024	793	207	Republic Services	203.10	Garbage, Dumpster and Recycle Service
	522 50 40 37				Utilities (water, sewer, garbage, g 001 000 522 Expense Fund	203.10	

ACCOUNTS PAYABLE PAID

Snohomish County Fire District 5

Expense
09/01/2024 To: 09/30/2024

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Accts Pay #	Paid On	Year	Trans	Vendor ID	Vendor	Amount	Memo
					Invoice		
					0197-003410106	203.10	
1134	09/01/2024	2024	794	216	SeaWestern	11,205.75	PO# 2024-3420 Turnout gear Bingham, Perkins, Wilson
	594 22 60 09				Firefighting Safety Gear	11,205.75	001 000 594 Expense Fund
					Invoice		
					34604	11,205.75	
1174	09/01/2024	2024	795	224	SnoCo 911	7,887.18	Dispatch Services, EPCR, Laptop Lease-Broadband and Maintenance
	522 10 40 11				Communications	385.33	001 000 522 Expense Fund
	522 20 40 05				SNOCO 911	6,685.05	001 000 522 Expense Fund
	522 60 40 12				Equipment Maintenance and Re	61.71	001 000 522 Expense Fund
	522 70 41 28				EPCR	107.16	001 000 522 Expense Fund
	591 28 70 01				Leases	647.93	001 000 591 Expense Fund
					Invoice		
					7458	6,685.05	
					7497	107.16	
					7514A	647.93	
					7514B	385.33	
					7514C	61.71	
1142	09/01/2024	2024	796	233	SnoCo PUD	1,488.52	Station 52 - 304 Alder, 32905 Station 51, 33019 and 33021 area lighting
	522 50 40 37				Utilities (water, sewer, garbage, u	1,488.52	001 000 522 Expense Fund
					Invoice		
					116164231	137.08	
					165278846	1,332.38	
					129367570	9.53	
					109587390	9.53	

ACCOUNTS PAYABLE PAID

Snohomish County Fire District 5

Expense
09/01/2024 To: 09/30/2024

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Accts Pay #	Paid On	Year	Trans	Vendor ID	Vendor	Amount	Memo
1154	09/01/2024	2024	797	235	Snohomish Regional Fire & Rescue (v	523.07	Apparatus Repairs BR52
	522 60 40 29				Monroe - Apparatus Maintenan	523.07	001 000 522 Expense Fund
					Invoice		
					SRFR - 093024	523.07	
1133	09/01/2024	2024	798	237	Snure Law Office, PSC	150.00	Snure Seminar - Barth, Fox, Chase
	522 45 40 28				Tuition/Instructors	150.00	001 000 522 Expense Fund
					Invoice		
					006	50.00	
					120	100.00	
1144	09/01/2024	2024	799	239	Sound Publishing Inc.	70.56	Legal Notice of Public Hearing
	522 10 40 09				Professional Services	70.56	001 000 522 Expense Fund
					Invoice		
					EDH1001189	70.56	
1138	09/01/2024	2024	800	241	Springbrook Holding Co. LLC	220.00	Professional Services - Implentation of Payroll import and DC Fulcher password assistance and system information
	522 10 40 09				Professional Services	220.00	001 000 522 Expense Fund
					Invoice		
					000582B	220.00	
1140	09/01/2024	2024	801	250	Systems Design West	1,146.36	Transport Billing fee for July
	522 70 41 35				Medical Billing (\$23.50 + .50 Pos	1,146.36	001 000 522 Expense Fund
					Invoice		
					20241479	1,146.36	

ACCOUNTS PAYABLE PAID

Snohomish County Fire District 5

Expense

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Accts Pay #	Paid On	Year	Trans	Vendor ID	Vendor	Amount	Memo
1175	09/01/2024	2024	801	250	Systems Design West	20,000.00	PCG SFY 2023 Cost Report Consulting Services
	522 10 40 09				Professional Services	20,000.00	001 000 522 Expense Fund
Invoice							
WAGEMT2362						20,000.00	
Total Systems Design West						21,146.36	
1147	09/01/2024	2024	802	251	Tactron	60.72	Passport tags for M51a. Personnel name tags for new personnel
	594 22 60 09				Firefighting Safety Gear	60.72	001 000 594 Expense Fund
Invoice							
24-863						60.72	
1145	09/01/2024	2024	803	266	US Bank National	6,384.56	PO#2024-3424-Envelopes.com, 2024-3415- Labor Law Posters, 2024-3434 -Adobe, 2024-3387 - Kitsap Tractor, 2024-3413 - Roth ID tags, 2024-3422 - The Supply Cache, 2024-3418 & 3425 - Costco
	522 10 30 01				Postage - Tax - Shipping	147.79	Mailing of SCBA's for repair
	522 10 30 21				Office Supplies	595.87	Mailing Envelopes (1000) PO#2024-3424
	522 10 30 21				Office Supplies	301.00	Workplace posters PO#2024-3415
	522 10 30 21				Office Supplies	114.29	Office supplies PO# 2024-3418 & 3425
	522 10 30 34				Computer Software	21.77	Password manager (trial)
	522 10 30 34				Computer Software	261.71	Annual Adobe software for editing PO#2024-3434
	522 10 30 34				Computer Software	108.02	Upgrade to Windows 11 Operating System- work and report area
	522 20 30 03				Fire Supplies, Rehab Food	197.42	Food for Quarterly Drill Participants
	522 20 30 03				Fire Supplies, Rehab Food	96.22	Batteries for battery powered equipment and smoke detectors
	522 20 30 03				Fire Supplies, Rehab Food	43.94	Batteries for stock
	522 20 30 03				Fire Supplies, Rehab Food	85.73	Fire Rehab Supplies - PO# 2024-3425
	522 20 30 15				Diesel and Gasoline	81.30	Fuel Jeep U51 (Petro card would not work)
	522 20 30 16				Ambulance Supplies (BLS/ALS)	42.63	SPO2 cord for Life Pak
	522 20 30 16				Ambulance Supplies (BLS/ALS)	188.27	Security Seals for Narcbox pouches and RFID stickers
	522 30 30 10				Educational Materials - Fire Prev	3,018.40	Roth ID tags for Child Car Seats PO#2024-3413
	522 50 30 12				Supplies (cleaning, paper, maint)	508.35	Cleaning supplies PO#2024-3418 & 3425
	594 22 60 02				Computer Hardware - Laptop - I	120.00	Backup drive replacement for server
	594 22 60 09				Firefighting Safety Gear	451.85	Wildland Fire Supplies PO#2024-3422

ACCOUNTS PAYABLE PAID

Snohomish County Fire District 5

Expense

Time: 12:35:29 Date: 09/05/2024

09/01/2024 To: 09/30/2024

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Accts	Pay #	Paid On	Year	Trans	Vendor ID	Vendor	Amount	Memo
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Invoice

A-USBANK	595.87
B-USBANK	301.00
C-USBANK	197.42
D-USBANK	81.30
E-USBANK	42.63
F-USBANK	21.77
G-USBANK	261.71
H-USBANK	120.00
I-USBANK	108.02
J-USBANK	188.27
K-USBANK	3,018.40
L-USBANK	451.85
M-USBANK	96.22
N-USBANK	147.79
O-USBANK	508.35
P-USBANK	43.94
Q-USBANK	114.29
R-USBANK	85.73

1148	09/01/2024	2024	804	450	Vestis Group Services	65.48	Weekly Mat Cleaning Sevice
------	------------	------	-----	-----	------------------------------	--------------	-----------------------------------

522 10 40 09 Professional Services	001 000 522 Expense Fund	65.48
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Invoice

6560433193	16.37
6560430348	16.37
6560426849	16.37
6560437360	16.37

1139	09/01/2024	2024	805	271	WA Fire Commissioners Association	405.00	PO# 2024-3436 - Commissioner Fox Event Ticket Annual WFCA Conference
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522 45 40 28 Tuition/Instructors	001 000 522 Expense Fund	405.00
----------------------------------	--------------------------	--------

Invoice

200001975	405.00
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ACCOUNTS PAYABLE PAID

Snohomish County Fire District 5

Expense
09/01/2024 To: 09/30/2024

Time: 12:35:29 Date: 09/05/2024

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Accts

Pay #	Paid On	Year	Trans	Vendor ID	Vendor	Amount	Memo
1179	09/01/2024	2024	806	298	ZiPLY Fiber	931.72	Elan Station 51, Phones, Fax, County Elan
	522 10 40 11				Communications	931.72	
					001 000 522 Expense Fund		

Invoice

360188-0051-093024	931.72
--------------------	--------

Total: 67,566.66

Fund

001 Expense Fund	67,566.66
------------------	-----------

This report has been reviewed by:

Cathy Barth-Dist Sec.

9/5/2024

Signature & Title

Date

[Signature]

9/5/24

Signature & Title

Date

REMARKS:

ACCOUNTS PAYABLE PAID

Snohomish County Fire District 5

Projects
09/01/2024 To: 09/30/2024

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Accts

Pay #	Paid On	Year	Trans	Vendor ID	Vendor	Amount	Memo
1146	09/01/2024	2024	807	266	US Bank National	2,000.00	PO # 2024-3387 Kitsap Tractor- down payment for tractor parts
	594 22 60 21				Furnishings and Equipment 300 000 594 Capital Project Fund	2,000.00	

Invoice	Amount
S-USBANK	2,000.00

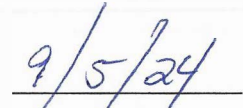
Total: 2,000.00

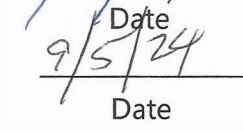
Fund	Amount
300 Capital Project Fund	2,000.00

This report has been reviewed by:


Signature & Title


Signature & Title


Date


Date

REMARKS:

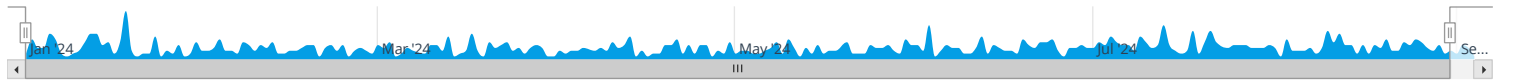
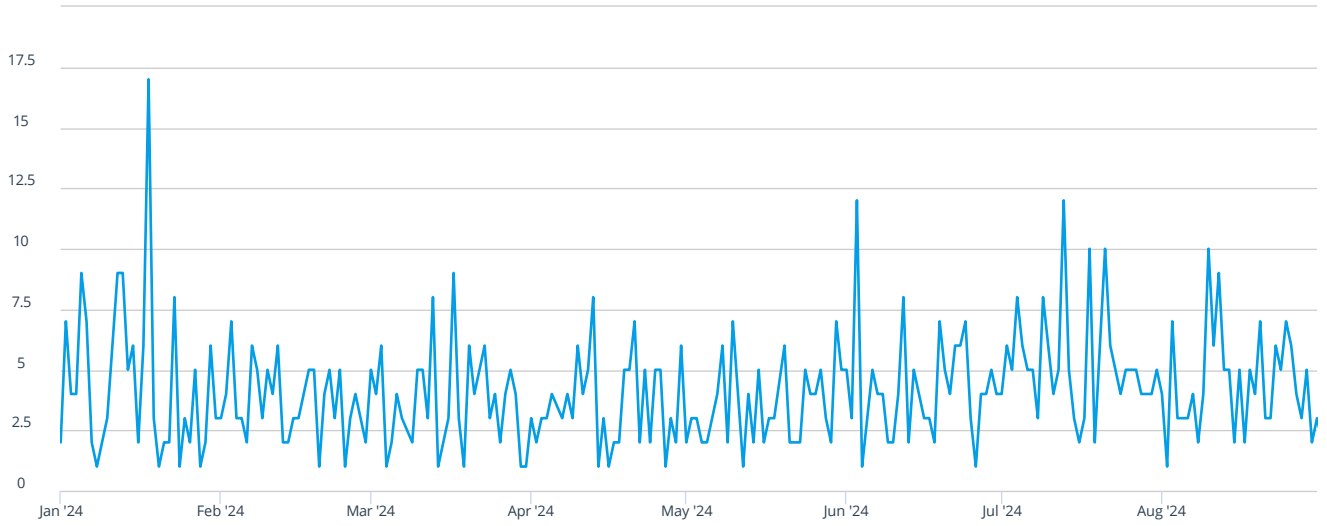
Custom ▾ Jan 1, 2024 - Aug 31, 2024 ▾

38%
FIRE
Percentage of Total Incidents

62%
EMS
Percentage of Total Incidents

994
INCIDENTS
In Selected Time Slice

244
DAYS
In Selected Time Slice



Counts | % Rows | % Columns | % All

	Jan '24	Feb '24	Mar '24	Apr '24	May '24	Jun '24	Jul '24	Aug '24	Sep '24	Oct '24	Nov '24	Dec '24	Jan '25	Total
(10) Fire, other	2			1			1							4
(11) Structure Fire		3	1	4	1	2	1							12
(13) Mobile property (vehicle) fire							2							2
(14) Natural vegetation fire		2		1	2	1		1						7
(15) Outside rubbish fire		1		2			2							5
(30) Rescue, emergency medical call (EMS), other		2						1						3
(31) Medical assist							2	1						3
(32) Emergency medical service (EMS) incident	82	63	72	68	68	93	82	84						612
(36) Water or ice-related rescue			1				2	1						4
(38) Rescue or EMS standby				1										1
(40) Flammable gas or liquid condition, other	1													1
(41) Combustible/f... spills & leaks		1	1			1	1	1						5
(42) Chemical release, reaction, or toxic condition								2						2
(44) Electrical wiring/equipm.. problem	9	3		1			2	1						16
(50) Service call, other	4	6		2	3	5	5	2						27

	Jan '24	Feb '24	Mar '24	Apr '24	May '24	Jun '24	Jul '24	Aug '24	Sep '24	Oct '24	Nov '24	Dec '24	Jan '25	Total
(51) Person in distress	1			1			1	1						4
(52) Water problem	3					2	1							6
(53) Smoke, odor problem	1	1					3							5
(55) Public service assistance	4	1	2	2	1	1	4	2						17
(56) Unauthorized burning	5	2	6	4	3	4	9	6						39
(57) Cover assignment, standby at fire station, move-up							1							1
(60) Good intent call, other					1	1	2							4
(61) Dispatched and canceled en route	21	17	24	15	15	16	33	20						161
(62) Wrong location, no emergency found	1	1	1	2	2	1	1	6						15
(63) Controlled burning	1						1	1						3
(70) False alarm and false call, other	3	3	2	1	5	1	4	7						26
(73) System or detector malfunction			1											1
(74) Unintentional system/detect... operation (no fire)	2		1		4			1						8
Total	140	106	112	105	105	128	160	138						994



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 - Items will be removed 5 years after the date last visted.	Action Taken	
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	

