



Board of Commissioners Meeting Minutes

September 9, 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, Deputy Chief Fulcher and District Secretary, Cathy Barth, were present. Members of the public were in attendance.

Additions to Agenda – No additions.

Public/Staff Comments –

Commissioner Geiger asked that the Expense Vouchers be pulled from the Consent Agenda for correction of a voucher number.

There were no public comments.

Consent Agenda -

Approval of Minutes for August 12, 2024

Approval of Minutes for August 26, 2024

Approval of Payroll September 2024 = \$175,894.12

Approval of Capital Projects Fund Vouchers #240902001 - #240902001 August 2024= \$2,000.00

A motion to approve the consent agenda with the exception of the Expense Vouchers, was made by Commissioner Fox, seconded by Commissioner Geiger, and passed unanimously.

Item pulled:

Expense Fund Vouchers #240901001 - #24091030 August 2024 = \$67,566.66

A correction was made to the ending voucher number correcting it to 240901030.

A motion to approve the General Expense Fund Vouchers as amended was made by Commissioner Fox, seconded by Commissioner Geiger, and passed unanimously.

Chief's Report – See attached.

Discussed were the Auditor engagement letter, entrance and risk assessment conferences and which Commissioner or Commissioners of the governing body would sign the letter and attend the conferences. Commissioner Fox will attend the Risk Assessment conference with the auditor. All Commissioners will attend the regular board meeting on the 26th for the engagement letter and entrance conference.

Discussion was held regarding the annexation process and the needed approvals before the the annexation can be completed.

Commissioner Fox stated that he thought that the US Forest Service would need to approve the Smokey Bear location prior to installation.

Commissioner Fox asked if the District was still considering hosting our own EMT Basic class. Chief Johnson replied yes, we are getting to a point where staffing levels would support our own program, and our staff has been asked to assist at other Districts with their training courses.



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Chief's Report – *continued*

He stated that we do have a senior EMS instructor at the District, and we have the ability, but work still needs to be done to determine if there are enough candidates to support putting on our own course.

Commissioner Chase inquired if Smokey Bear statue was ready to be sent and if we needed to inform the vendor that we are ready to make the purchase. Chief Johnson replied yes, the statue is ready, and he has notified the vendor that we are interested in making the purchase. He added that the vendor is willing to work with us and understands that we are waiting for all the permitting to be completed. He was informed that the signs will take four to six weeks after they have been purchased.

Commissioner Geiger asked if the brush hog was used to mow the lawn. Chief Johnson replied that we also purchased a finish mower, and that was used to mow the lawn. The two implements will be used to maintain different areas of the property.

Old Business –

Open Issues/Actions – No new actions were added.

Commissioner Fox reminded the Commissioners that next Wednesday he would be going to District 4 to meet with the Commissioners and Chiefs of several Districts.

New Business –

Commissioner Geiger brought up for discussion an email that was received about the reorganization of Snohomish County EMS (SCEMS) which included a power point with multiple funding models. Commissioner Geiger asked what option the District should support. Chief Johnson stated that he would be meeting with the interim director on the 17th of this month. Commissioner Geiger asked when the Commissioners should engage in this conversation. Chief Johnson replied that there is not enough information to make an informed decision at this time. The Chief stated that he will report back to the Commissioners when there is enough information to make a determination.

Commissioner Comments –

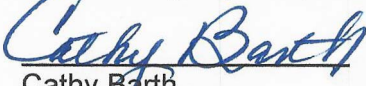
Commissioner Fox thanked Chief Johnson and staff for bringing new people on board and he also expressed his appreciation to the Chief for his attendance at the District 4 meetings.

Commissioner Geiger thanked the staff and welcomed the new employees.

Commissioner Chase thanked Commissioner Geiger for mentioning the SCEMS information that they all received. She also expressed her appreciation to the staff.

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 8:14p.m.


Cathy Barth
District Secretary

Chiefs Report to the Board of Commissioners

September 9th, 2024

New Personnel

- FF Woolery has, as of today, successfully completed his Snohomish County Paramedic Onboarding and Mentorship Program, and is authorized to provide ALS care as the sole provider.
- FF Paramedic Pitzen has begun employment with the District, effective the 1st of this month, and FF Paramedic Swain begins his first day with the District on October 5th.

Annexations

- The Reiner/298th annexation is stuck at the BRB. I have had multiple conversations with the BRB Clerk, who is incredibly helpful going between the planning department and the Assessor.
- Lake Bronson NOI is almost complete, waiting on the feedback from the Reiner Rd annexation prior to contacting the vendor to provide a legal description for this annexation.
- All annexations that are non-contiguous must be completed as a separate operation.

Equipment

- The tractor purchased for grounds maintenance has arrived, along with all of the accessories. Staff is working through the machine and working to create an operator's program, but this piece of equipment will fill our needs very well.
- The Pierce engine has returned from the shops and has been pump tested to compliance. Once final bills have been received, the claim with our insurance company will be closed and all costs will be reimbursed.
- The back up engine has been taken to the shop for the EVT's to address a growing list of issues with that apparatus. We are working through a repair plan on that engine.
- The apparatus committee has been finalizing their initial recommendations and is preparing to present them to me prior to going to the next steps.
- T51 will be going out of service for water tank replacement soon. I have an on-site meeting with the vendor on the 24th to finalize details, and once delivered it will be out of service until approximately January 1st. There may be an option to borrow/rent a local underutilized water tender during the projected down time, and I will let the Board know if that option comes to fruition.

Smokey Update

- I have not ordered the smokey signs yet, I am waiting for an on-site meeting with the City of Sultan (311th/US2 area) to get a preliminary approval prior to filing for a permit.

General

- The second meeting to discuss the creation of a medical insurance trust occurred last week in Snohomish, which included representatives from labor.

Chiefs Report to the Board of Commissioners

September 9th, 2024

- The upcoming audit is scheduled for September 16th through September 27th. This year we will be auditing 2022 and 2023 utilizing an on-site auditing format. The entrance conference will occur on Monday, September 23rd. The closing conference is TBD.
- Starting to plan the annual SSD Evacuation drill, which will occur on October 15th.

Respectfully submitted,

Seth Johnson

Chief, Snohomish County Fire District 5