



Board of Commissioners Meeting Minutes

October 14, 2024

Chairman Steve Fox called the meeting of the Board of Commissioners to order at 7:01 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 staff and public were in attendance.

Additions to Agenda – None.

Public/Staff Comments –

Paramedic/Firefighter Emmy Duros pointed out the uniform Chief Johnson was wearing to the Commissioners, stating that this is what the Chiefs' uniforms will look like going forward. Lieutenant Jason Gwilt commented that he liked the new uniforms.

Consent Agenda -

Approval of Minutes for September 9, 2024

Approval of Minutes for September 23, 2024

Approval of Payroll for October 2024 = \$233,004.89

Approval of Expense Fund Vouchers #241001001-#2410011041 October 2024 = \$95,627.75

Approval of Capital Projects Fund Vouchers #241002001-#241002001 October 2024 = \$30,010.93

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.

Old Business –

Open Issues/Actions – No new additions.

New Business –

Rescheduling the November 12th Board Meeting –

A motion to reschedule the November 12th Board meeting to November 8th at 3:00 p.m. was made by Commissioner Fox, seconded by Commissioner Chase, and passed unanimously.

PO# 2024- 3489 US Fire and Equipment - Tender 51 repairs and upgrades -

Chief Johnson reviewed the reason for the repairs, the upgrades that will be completed on the Tender, time frame for the repairs and costs. The Chief reported to the Commissioners that Sky Valley Fire and Rescue has offered the use of one of their Tenders to District 5 during the repair period.

A motion to approve **PO# 2024- 3489 for upgrades and repairs to Tender 51** was made by Commissioner Fox, seconded by Commissioner Geiger, and passed unanimously.

2025 Tax Revenue Projections -

Discussion was held regarding expected revenue and expenses. Also discussed was the time frame, frequency, and financial need as determining factors when running a levy.



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New Business –continued

Washington State Fire Commissioners Association Conference -

Commissioner Fox reminded the Commissioners that he is going to the State Commissioners conference next week. He mentioned that he expects a discussion about cancer law to be presented.

Commissioner Comments –

Commissioner Fox stated that he was very pleased with where we are as a district. We are in a stable place with staff, apparatus, and equipment. He added his thanks to the staff for their service.

Commissioner Chase stated that she was pleased that staff have grown to this point and are interested in assisting with out-of-state responses. She thanked the crew for their service.

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 7:45 p.m.

Cathy Barth
District Secretary

Chiefs Report to the Board of Commissioners

October 14th, 2024

Personnel

- California EMAC wildland resources returned to the District on the 29th. All personnel and apparatus have been back to normal operation. Documentation for the reimbursements will be prepared in the coming weeks.
- Today advertisements went out for 1 Firefighter/EMT position and 1 Firefighter/Paramedic position. Posting will remain open for 30 days, with target start dates of January 1st.

Equipment

- Engine 52 is down for more repairs at the shop. Items to be completed are repairing the cracked booster tank (partial warranty) and replacement of the mechanical water pump seal.
- Engine 51 required an emergent repair this afternoon for a variable vane turbo control module. The technicians were able to find parts locally and the repair will be completed this evening.
- The Tender 51 meeting with US Fire Equipment went very well, and there is a purchase order in front of the board to approve the replacement of the water tank, upgrading all emergency lighting, installing traffic warning chevrons, backup camera, and replacing all manual valves with electric valves.

Smokey Update

- Smokey Bear is here! The vendor was able to immediately ship the statue, but we are waiting on signage. Signs are projected to arrive in approximately 4 weeks.

General

- The Washington State Auditors Exit Conference that we were hoping to schedule for tonight got delayed due to the need for more information to be transmitted from the District to the Auditor. So far, having the auditors on site to perform their tasks was much less intrusive to the daily operation of the District and allowed for increased opportunities to communicate directly between key staff.
- The District is assisting with the Sultan School District Dam Evac Drill, to occur tomorrow morning. Staff was involved with training for students and with administrative planning of the exercise.
- Career staff members offered an "Interview Bootcamp" for our part-time personnel yesterday. This was offered to ensure that our part-time staff perform well during firefighter interview processes. The training was general, and not specific to any hiring process that the District may be doing in the future.
- DC Fulcher, operating under a delegation of authority, reported no issues during my annual leave.
- Sultan HS HOSA club hosed a blood drive today at Station 51, and nearly all donation spots were filled. We are also looking forward to participating in the SHS Technical Advisors Meeting later this week, and again providing an opportunity for the health occupation students to perform rider shifts at the District.

1st November Board Meeting

- Our next board meeting is scheduled for Nov 11th, Veterans Day. Typically, we adjust the date of the meeting back to the next business day (Tues, Nov 11th), however due to staffing absences, we ask that the Board consider holding that Board meeting on Friday, November 8th.

Respectfully submitted,

Seth Johnson

Chief, Snohomish County Fire District 5