

**Skagit County Fire Protection District No. 3
Meeting of the Board of Commissioners Meeting
January 8th, 2019**

The Board of Commissioners meeting for Skagit County Fire Protection District No. 3 was called to order at 7:02 PM on January 8th, 2019 at the Cedardale Fire Station with the following in attendance:

SKFPD3 BOARD

Edward Kemper, Commissioner
Roger Heim, Commissioner
Tony Pratt, Commissioner
Stephanie Robbins, Secretary

SKFPD3 MEMBERS

Mike Ray, Chief Jeff Locken, BC
Jake Pederson, Capt Elly Pederson, FF
Michael Stapel, FF Joe Ferris, FF

OTHERS IN ATTENDANCE

Betty Ullom John De Vlieger Jerry Friend

Board for Volunteer Firefighters- 2019 Annual Remittance, Invoice Voucher for Larry Alvord

Correspondence- None

Commissioner Pratt motioned to accept the December minutes with corrections, Commissioner Kemper seconded; the motion carried.

Financial reports were reviewed and approved.

The commissioners reviewed and approved the bank statements, treasurers report and county report.

Commissioner Heim called for an executive session pursuant to RCW 42.30.110(1)(i) to discuss with legal counsel matters relating to enforcement action. The executive session will be for 20min until 7:30pm. No action taken.

Regular meeting resumes 7:30pm

Chief's Reports

See attached exhibit to the minutes.

Old Business-

Policy changes- No changes at this time commissioner are reviewing suggested changes from the district's legal counsel.

Wildland review- Stephanie gave a review about where the district is at collecting 2018 wildland revenue. The district has been paid for equipment on all fires except California. We are still waiting on personnel wage reimbursements from one Washington fire.

EMS Transfer of AED's- District 3 has taken possession and added to our assets 6 Zoll AED's donated from Skagit County EMS.

EMS Inter-local agreement- Chief Ray met with the director of EMS and feels that the inter-local agreement between the district and Skagit EMS is agreeable. Commissioner Kemper motioned to accept and sign the inter-local agreement between Skagit County EMS and Skagit County Fire District #3, Commissioner Pratt seconded; motion carried.

State Auditor- The Washington state Auditor's office concluded an audit of Skagit County Fire District #3 for the years of 2016 & 2017 the auditor's office also reviewed all minutes for the year 2018. Chief Ray and Stephanie met with the state auditor for a pre-exit conference on December 14th, the auditor in charge of audit wanted to touch base with the district before the holidays he will be out of the country until after the first of the year therefore our official audit report will not come out until mid-January.

New Business

Call & Training Review- a report of all volunteer's participation for call & training in 2018

Chief Ray presented Tony Pratt with a plaque for 25yrs of fire service, congratulation on your retirement in August.

Public Comments

Betty Ullom asked if the district has heard anything from the IRS about the tax issue in 2012, the district has asked for abatement of penalties but we have not heard from the IRS, unfortunately the IRS is very slow in their response to these situations.

Bills approved for payment totaled expensed to 2018 \$10,043.90

Bills approved for payment totaled \$23,395.83

Quarterly payroll approved for payment totaled \$15,467.50

Monthly payroll approved for payment totaled \$5,065.72

Meeting adjourned at 8:00 PM

APPROVED, ADOPTED, AND PASSED on this 12th day of February, 2019.

Roger Heim, Board of Commissioner Chair

Stephanie Robbins, Secretary

Chief's Report

January: 2019

Operations Report:

- Number of calls to end of 2018: 419
- Compared to end of 2017: 463
- Members: 47 active members, 6 are SVC students. Three members looking to join.

Ongoing business:

- State auditors are complete with field work. Report should be ready in January 2019.

Stations:

Station 1

- - Ongoing: Asphalt will be evaluated for repairs next spring

Chief:

N/A

Apparatus

- Ongoing:
 - B314 removed from service due to mechanical issues, the brakes do not work properly. No plans to repair now, evaluating options, and getting 2nd opinion then will present a decision.
 - Apparatus committee met last in December. Goal is to meet and work on the long-range goals and needs of the District, concerning apparatus. Plan is to present our results to the commissioners in the spring.

Training

- Academy graduation for Cody Patrick and Paige Grieves.
 - GLMR training was on December 1. We hope to be operational in 2019. Training continues, with procedures and equipment being evaluated.
 - Training for 2019 is progressing, several members have stepped up to help with training. We are moving forward with better accountability for State required training, and providing that training. The staff officers and I are working to develop the best
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