

**Skagit County Fire Protection District No. 3  
Meeting of the Board of Commissioners Meeting  
February 11<sup>th</sup>, 2020**

The Board of Commissioners meeting for Skagit County Fire Protection District #3 was called to order at 7:00 PM on February 11<sup>th</sup>, 2020 at the Cedardale Fire Station with the following in attendance:

**SKFPD3 BOARD**

Roger Heim, Commissioner  
Matt Stratton, Commissioner  
Steve Boon, Commissioner  
Stephanie Robbins, Secretary

**SKFPD3 MEMBERS**

Mike Ray, Chief	Jeff Locken, Asst. Chief
Jake Pederson, Capt.	Kyle Frydenlund, Capt.
Dan Rohloff, LT	Trevor Nipges, LT
Joe Ferris, FF	Julie Heim, EMT
Michael Stapel, FF	Elly Pederson, EMT
Ryker Walde, FF	Jesse Cain, FF
Andrea Nipges, EMT	

**OTHERS IN ATTENDANCE**

Ed Kemper	Dave Towne	Betty Ullom	Jerry Friend
Larry Friend	John De Vlieger	David Walde	Tony Pratt
Rich Kammenga			

**Board for Volunteer Firefighters-** 2019 Annual Pension Certification, accident report Ryker Walde & Dan Rohloff, invoice voucher new employment physical Sean Wilkinson and an invoice voucher Ryker Walde were all approved to be sent to BVFF.

**Correspondence-** None

Commissioner Boon motioned to accept the December minutes, Commissioner Stratton seconded; the motion carried.

Commissioner Stratton motioned to accept the Financial report, Commissioner Boon seconded; the motion carried.

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

**Chief's Reports**

See attached exhibit to the minutes.

-Commissioner Stratton expressed concern about the noise impact on station neighbors from the Diesel Capture System's being installed in both stations- Chief Ray assured him that they are researching the best place for the units to be placed in order to have the least impact and that the system will be on a timer so it won't run more than needed.

- Chief Ray stated that Skagit EMS is offering a grant opportunity and our district is moving forward with requesting grant money for public AED's for both stations along with some training aids & possibly working with other Fire Districts on this grant.

- The FEMA Assistance to Firefighter grant period is open, Skagit Fire #3 will be applying for a regional rescue tool grant with neighboring districts and may apply for an individual grant as well.

- Discussion about the district purchasing a machine to do in house SCBA flow testing and repair replacing outsource service providers. Chief Ray sent Trevor and Andrea Nippes to a class to get certified in flow testing & repair. Chief Ray feels that purchasing the \$15k machine will benefit the district in the long run as the district currently budgets and spends approximately \$5k per year for flow testing & repair service providers.

Commissioners have the following concerns:

- Is there additional liability exposure to the district not covered by current insurance?  
Chief contacted the insurance carrier, they have no issues as long as the people doing the testing are certified.
- Is it common to perform this in house?  
Chief is not aware if other districts do their own testing and will find out.
- Is the machine compatible with all SCBA packs?  
Chief stated it is only compatible with our current packs, emphasizing the district packs are not due to be replaced until 2028.
- Other comments- Cost of machine does not work out to be a full savings of current testing costs for district as the district will still have to compensate volunteers for performing the work and make sure to keep people certified and willing to do the testing work as volunteers move or leave the district.

Commissioner Heim asked to hold off on purchasing the Flow Testing Equipment; due to this is not a current budgeted item, there is ample time before next testing is required and that the commissioners would like to have further discussion regarding purchase.

Commissioner Heim called an executive session for 30min. at 7:33pm pursuant RCW 42.30.110(1)(g) To review the performance of a public employees. Commissioner Stratton extended the session for 15min at 8:03pm. Commissioner Stratton extended the session for 5min at 8:19pm.

No action taken, Regular meeting resumed at 7:24pm

**Old Business-** None

**New Business-**

Mount Vernon Fire Volunteer Program- Commissioner Stratton raised his concerns about an article in the Skagit Valley Herald stating that Mount Vernon Fire Department is officially ending their Volunteer Firefighter program. Commissioner Stratton would like to keep eye on the call volume and be sure that District #3 is not supporting and backfilling for Mount Vernon because they lack staffing. Chief Ray commented that he does not see this causing any changes, Mount Vernon Fire Department gave up their volunteer program about 10yrs ago, but had a few volunteers still in the system to bring their SCBA air unit to a major event, they have taken this unit out of service and are planning to surplus it.

Budget Resolution 1-2020- Commissioners signed a budget resolution to increase the budget by \$129,200 to fund the Diesel Point Capture Systems being installed in both station, Stephanie will move these funds from the district investment account as needed.

**Public Comment-**

Dave Towne- Expressed concerns about the Chiefs current employment agreement that was renewed in October.

John De Vlieger-Expressed concerns about the number of volunteers that have left the district in the last several years.

Julie Heim- Expressed how impressed she is with the current communication between the staff and the commissioners she has been a member of the District for 13 yrs and in the past she felt things were kept from the commissioners which in her opinion is a liability for the district.

Bills approved for payment totaled \$7629.11  
Monthly payroll approved for payment totaled \$4,836.06

Meeting adjourned at 8:51 PM

APPROVED, ADOPTED, AND PASSED on this 10th day of March, 2020.

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Roger Heim, Board of Commissioner Chair

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Stephanie Robbins, Secretary

## Chief's Report

February 11, 2020

### Operations Report:

- Number of calls to end of January: 38
- Compared to end of January 2019: 31
- Members: 43 active members.

### Ongoing business:

- Point Capture system – contractor visited the stations to confirm some items in preparation of installation.
- Long range plan, levy, work ongoing.
- Extrication tools on order – estimate arrival in March.

### Stations:

Station 1: N/A

Station 2: Minor roof leaks. Captain Pederson is working to get bids for repair.

### Chief:

- FEMA Assistance to Firefighters Grant (AFG) application period has opened. We are looking to partner with FD 6 and 14 for a regional grant for extrication tools. We may consider an individual grant application as well, to address a different need.
- Skagit County EMS grant period has opened. I will be submitting for public access AED's.
- We are considering the implementation of maintaining and testing our SCBA's. We have two members trained and will look to train one or two more. This involves some equipment purchase but will recoup our investment in 2 years. Overall, we hope to save two to three thousand dollars a year. It will also provide us with a inspection that carries the personal touch, with our own members maintaining our own equipment.

### Apparatus:

- No issues to report

### Training:

- GLMR training continues

Wildland:

- California wildfire – paperwork approved, awaiting reimbursement.

Personnel:

- One member has taken a job out of the area and will be resigning.