

**Skagit County Fire Protection District No. 3  
Meeting of the Board of Commissioners Meeting  
July 9<sup>th</sup>, 2019**

The board of commissioners meeting for Skagit County Fire Protection District #3 was called to order at 7:00 PM on July 9<sup>th</sup>, 2019 at the Cedardale Fire Station with the following in attendance:

**SKFPD3 BOARD**

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

**SKFPD3 MEMBERS**

Mike Ray, Chief      Jeff Locken, Asst Chief  
Jake Pederson, Capt      Elly Pederson, EMT  
Michael Stapel, FF

**OTHERS IN ATTENDANCE**

Betty Ullom    Matthew Stratton      John De Vlieger      Dave Towne

**Board for Volunteer Firefighters-** None

**Correspondence-** Letter form IRS concerning 2012 unpaid taxes

Commissioner Kemper motioned to accept the June minutes, Commissioner Pratt seconded; the motion carried.

Commissioner Kemper motioned to accept the Financial report, Commissioner Pratt 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.

**Old Business-**

*Policy changes-* None

*IRS-* Roger called in to the IRS per the 6-22-2019 notice instructions today and spoke to Agent Ms. Ryan (ID # 1002838077). She advised the 6-22-19 notice was not in response to the District response letters requesting penalty abatement. Rather the agency continues to be substantially backlogged and this notice was ordinary IRS notification process and our response letter requesting abatement of the penalty portion has not yet been reviewed for consideration. Ms. Ryan advised she has now placed our account on hold for another 120 days to allow the review process to complete and no collection actions will be advanced. We will receive a 681C letter in the mail in the next 7-10 days confirming the 120-day hold period. She advised if we don't have written resolution of abatement approval or denial before the end of October we should contact

the agency. The penalty and interest balance is \$3,559.18, of which approximately \$400 is the interest component that cannot be abated per federal law. If the penalty abatement is approved, we will owe this amount of interest. If the abatement is denied, we owe the full amount but can choose to appeal the decision if so desired by the District. No additional interest will accrue during the hold period until a IRS decision is made on the abatement request.

**New Business-**

*2<sup>nd</sup> Quarter participation review (April, May & June)*- Chief reported that most everyone was doing well and those that were below the minimum requirements had been spoken to.

*Liz Loomis*- Chief Ray presented a Communications Consulting Agreement between the Fire District & Liz Loomis Public Affairs to explore planning & advertising services for a future Levy lift. After reviewing the agreement Commissioner Kemper motioned to allow Chief Ray to enter into the agreement with Liz Loomis, Commissioner Pratt seconded; motion carried.

Commissioner Heim called an executive session for 20min. at 7:26pm pursuant RCW 42.30.110(1)(g) To review the performance of a public employees. Commissioner Heim extended the session for 10min.

No action taken, Regular meeting resumed at 7:56pm

**Public Comment-**

A Citizen inquired as to why the quarterly participation report wasn't attached to the minutes, Stephanie replied that it was an oversight and would be happy to make copies for anyone that would like one.

David Towne mention that another Fire district was looking into putting a public AED's in the public area of the Fire Station is this something our district could also look into.

Bills approved for payment totaled \$30,356.81  
Monthly payroll approved for payment totaled \$5010.90  
Quarterly payroll approved for payment \$16,323.59

Meeting adjourned at 8:00 PM

APPROVED, ADOPTED, AND PASSED on this 13th day of August, 2019.

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Roger Heim, Board of Commissioner Chair

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Stephanie Robbins, Secretary

Chief's Report: Skagit County Fire District #3  
July 9, 2019

Operations Report:

- Number of calls to end of June : 232
- Compared to end of June 2018: 192
- Members: 44 active members, 5 are SVC students, three are recruits.

Ongoing business:

- Hose and ladder was completed, 2 small sections of 5" hose did not pass. We all removed 1.5" hose from testing, about 800 feet.
- Apparatus Annual inspections and repairs are completed
- o Still need to replace rear tires on 312

Stations:

Station 1

- Ongoing: Asphalt bids

Chief:

- Cedardale auction was a great success.

Apparatus

- We were the winning bid, and have a new brush unit.

Training

- Ongoing pumper and water supply training, with FD 2, and FD 15.

PPE & SCBA:

- Cleaning/maintenance ongoing
- New EMS gear ordered for EMT responders and distributed.

Medical:

N/A

Wildland:

N/A

Personnel: Quarterly report.