

**Skagit County Fire Protection District No. 3
Meeting of the Board of Commissioners Meeting
Aug 13th, 2019**

The board of commissioners meeting for Skagit County Fire Protection District #3 was called to order at 7:03 PM on Aug 13th, 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 Dave Towne David Walde Steve Boon

Board for Volunteer Firefighters- None

Correspondence- Letter form IRS concerning 2012 unpaid taxes

Commissioner Kemper motioned to accept the July 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.

Not in Chiefs report- Chief is working with Skagit EMS on funding for public AED's in the stations and researching compatibility with current models and ease of use for public. There will be no recruit academy this year because of lack of participation.

Old Business-

Policy changes- Drivers Policy #5 was reviewed by the commissioners. Commissioner Kemper motioned to approve Drivers Policy #5 as presented, Commissioner Pratt second; motion carried.

IRS- The District received two letters from the IRS from two different departments. One was acknowledgement of the letter commissioner Heim sent requesting abatement of penalties for 2012. And the second letter was to inform the district that the account is on hold while they investigate and let the district know the IRS will contact us on or before Sept 30th.

Water leak at station 1- The leak was found and repaired, there is still a leak on the ball field side but the water has been shut off until it is fixed. Some discussion about the PUD owned water fill station at the Conway Station and if the district has an agreement with the PUD or if one should be drawn up; no decision made.

New Business-

Public Comment-

David Towne made comments regarding the ownership of the ball field behind Station 1 Conway and how apparatus purchases are categorized on the financial reports.

Bills approved for payment totaled \$23,134.26
Monthly payroll approved for payment totaled \$5010.90

Meeting adjourned at 7:43 PM

APPROVED, ADOPTED, AND PASSED on this 10th day of September, 2019.

Roger Heim, Board of Commissioner Chair

Stephanie Robbins, Secretary

Chief's Report: Skagit County Fire District #3

August 13, 2019

Operations Report:

- Number of calls to end of July 2019 : 280
- Compared to end of July 2018: 240
- Members: 40 active members, 5 are SVC students, three are recruits. 2 members on Leave, and 2 members on suspension for not attending training, or responding to calls.

Ongoing business:

- Apparatus Annual inspections and repairs are completed
 - Still need to replace rear tires on 312
 - Minor repairs made to the new brush unit, it is now in service.

Stations:

Station 1

- - Ongoing: Asphalt repairs scheduled at station 1. Cost estimated at \$6134.00

Chief:

- PUD water issue taken care of. We had some minor repairs. Found out we supply water to the ballfield. It is currently off. Working with Skagit Parks to have the leak repaired. We should address the use of water to the ballfield and determine if there is any MOU that should be in place for this. I would recommend when they repair the leak, that a water meter be installed. I would recommend we look at an MOU with Skagit Parks on the use of the water.
- Aug 19 is our kick off meeting with Liz Loomis public affairs.
- Station 1 land, see presented map.

Apparatus

- New brush unit in service.
- Continue to evaluate a new cab and chassis for the anticipation of a new brush unit.
- We put in a request for a surplus DNR unit and have not heard back on it yet.

Training

- FEMA grant funding received and we completed our 2017 AFG grant.

PPE & SCBA:

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

Medical:

N/A

Wildland:

N/A

Personnel: Two members have submitted LOA letters.