

## SKAGIT COUNTY FIRE DISTRICT 17

### Purpose: Monthly Public Fire Commissioners Meeting (minutes pending approval)

#### **Minutes for December 12, 2021**

Commissioner Wertheimer called the **Regular Fire Commissioners** meeting to order at 7:02 pm.

**Present:** Commissioners Wertheimer and Margeson, Chief Snell, and Treasurer Davelaar and VFF Tom Fouts.

The minutes of November 8, 2021 were unanimously approved as corrected. Correction: David Wertheimer opened the meeting, instead of Dave Margeson, who was not in attendance.

**Treasurer's Report:** Beginning November Operating Fund cash balance was \$89,186.30; beginning November General Investment Fund Balance was \$12,042.69; beginning November Capital Fund cash balance was \$136,644.83; beginning November Capital Investment Fund balance was \$34,022.30; grand total is \$271,896.12.

November expenses were \$2,697.62. November payroll was \$2,893.95. VFF stipends were \$1,510.00. Grand total of \$7,101.57 for November expenditures.

November revenue included \$18,572.05 in taxes collected, \$100.00 in donation, \$2,122.80 in reimbursement from Skagit County EMS for the patient reporting software from ESO, \$15.47 in Timber Excise, and \$.90 interest. Total November revenue was \$20,811.22.

The following vouchers were approved for payment: Vouchers 12-001 through 12-007, totaling \$836.68; electronic payments LD-12-1 through LD-12-6, totaling \$382.40; OS 12-1 through 12-19, totaling \$1,254.11; and LP 12-1 through LP 12-3, totaling \$224.43; and payroll vouchers PR12-01 through PR12-05, totaling \$2,893.95; for a Grand Total of \$5,591.57.

**District 17 Commissioners reviewed and approved the Treasurer's Report, Invoices, and firefighter stipends at their December 13, 2021 public meeting. Commissioner Margeson made a motion to accept the Treasurer's Report, and Commissioner Wertheimer seconded; motion carried.**

**Open:** None

**Chief's Report:** See [attached report](#) for a list of drills and responses.

#### **Unfinished Business:**

- HR3728, grants for building fire stations, via FEMA. The bill would provide \$7.5 million per fire station. There are currently no sponsored projects in Washington State. Rick Larsen's office called Commissioner Wertheimer; the representative will be scheduling a visit to the island. We will provide a tour of our facility and can discuss his co-sponsoring the bill and encouraging funding for a new fire station for Guemes Island at that time.
- Staff changes and compensation: Fire Chief to full time status.
- Thrive membership has been cancelled.

### New Business:

- 2022 GIFD budget discussion based on meetings with Commissioner Wertheimer, Chief Snell and Treasurer Davelaar. Budget will be \$172,000 for the year 2022.
- Chief's hours to be increased to 40 hours per week, \$3,000.00 per month; with a quarterly review of the hours/effort. Chief will keep a time log to track hours and activities.
- After discussion, Commissioner Wertheimer made the motion to increase fire chief's hours to fulltime, seconded by Commissioner Margeson. Motion carried. **Resolution 450** will be prepared for signature and submission to Skagit County.
- The position of Assistant Chief will be held in abeyance for now, while the chief settles into the fulltime position. SOGs were discussed, which say that the Assistant Chief position should be held by a firefighter; Commissioner Margeson stated that SOGs were "guidelines" and the person who ultimately fills the position should be at the Chief's discretion if a suitable candidate is found within the department who is not a firefighter.
- VFF Manuel Mattke has offered his technological expertise to the department as part of his volunteer service. He would undertake the IT functions that Matthew Enos provided for the website, emails, etc.
- Chief's benefits will be explored and discussed at the next meeting.
- Chief's need to purchase a uniform was discussed. Chief Snell will research and purchase what is needed.
- Chief Snell will be researching the availability of used gym equipment to be set up at the fire hall to benefit the wellbeing of the firefighters.

Next Resolution number will be 451.

Meeting adjourned at 7:58 pm. The **next regular meeting** will be January 10, 2022 at 7:00 pm.

Submitted by Eric Kankaala, Secretary

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Skagit County Fire District 17  
Chairman