

SKAGIT COUNTY FIRE DISTRICT 13
17433 Snee-Oosh Road
P.O. Box 1007
La Conner, Washington 98257



MEETING MINUTES
October 8th, 2021

1. **Call to order** – Chairman Shellhamer called the meeting to order at 9:00 a.m.
2. **Flag Salute** – Chairman Shellhamer lead those present in the Pledge of Allegiance.
3. **Consent Agenda – action** – Commissioner Shellhamer moved to approve the agenda. Commissioner Doyle seconded. Commissioner Shellhamer called for any more discussion and then for a vote. The motion was unanimously approved.
4. **Attendees – no action** – Present were Commissioner Bruce Shellhamer, Commissioner John Doyle, Commissioner JJ Wilbur, Chief Wood Weiss, Assistant Chief Jamie Jurdi, District Secretary Tracy Berg, Chief Admin Assistant Chris Weiss, Captain Ted Taylor and Captain Chris Olbu. Guest present was Bill Reynolds from the La Conner Weekly News (Zoom). Attorney Matt Paxton also called in for the Executive Session.
5. **Public Comment** – N/A
6. **Approval of Minutes – action** – District Secretary Berg presented the minutes from the September 10th, 2021 meeting. Commissioner Doyle made a motion to approve the meeting minutes. Commissioner Shellhamer seconded. Commissioner Shellhamer called for any more discussion and then for a vote. The motion passed unanimously.
7. **Financial and Administrative Reports – action** – District Secretary Berg presented the following checks and check registers for approval by the Board:
 - Checks and Check Register dated 10/1/2021 in the amount of \$77,026.64. This included payroll check #s 10491-10525 and EFTPS in the amount of \$53,178.89 and check #s 10468-10490, 10526 in the amount of \$23,847.75 for accounts payable.
 - Checks and Check Register dated 10/7/2021 in the amount of \$6,6766.26 for accounts payable and payroll taxes. This included check #s 10527-10532.
 - Transmittal voucher dated 10/1/2021 in the amount of \$85,000.00.
 - Commissioner Shellhamer moved to approve the checks and check registers as presented. Commissioner Wilbur seconded. Chairman Shellhamer called for any more discussion and then for a vote. The motion was unanimously approved.

- District Secretary Berg previously emailed the financial reports ending 9/30/2021.
 - 2022 Budget is due the end of November. Chief Weiss will be meeting with Commissioner Doyle to go over the budget to present for next month.
8. **Station Improvements – no action** – The county approved the variance for the new residence. The modular home places are about one year out. Chief Weiss did contact a company in Oregon that makes pre built homes but the requirements/standards for those types of homes might be different than the modular homes. Commissioner Doyle and Chief Weiss will look into the options. The site work can get started at any point now.
9. **Chief Report – action –**
- **COVID 19 Report** - Chief Weiss gave an update on Covid 19 in the county.
 - **Statistical Report** – Chief Weiss gave an update on call statistics.
 - **Rail Car Fire Training** – Captain Olbu and Chief Weiss attended the rail car fire training in Sedro Woolley.
 - **County Chief's Meeting** – Chief Weiss attended the meeting.
 - **Mandatory Covid Vaccinations** – Almost all of our firefighters are vaccinated. County wide it seems most fire districts are not allowing any of their firefighters to perform any type of patient care after October 18th if they are unvaccinated.
 - **Shifter Pay** – After a brief discussion, Commissioner Doyle made a motion to increase the shifter pay per the presented SOG 213 for the increase through December 31st, 2021. Commissioner Wilbur seconded. Chairman Shellhamer called for any more discussion and then for a vote. The motion was unanimously approved.
 - **College Class Recruiting** – Chief Weiss gave a presentation to the college program. He has about 10 new students that are interested in coming to work at District 13.
 - **New Officers** – Chief Weiss is going to be promoting Paden Holmberg and Cole Harris to Lieutenant. He has asked Assistant Chief Jurdi to have a small ceremony soon.
 - **New Gear** – The new gear has been ordered. The cost will be around \$40,000.00. It should be here in about 90 days. Chief Weiss also ordered new helmets.
 - **WSRB** – The ratings bureau will be visiting the station in April 2022 to re-rate our District.
 - **IT Costs** – Chief Weiss has been having some IT problems with communications for the mobile data terminals and would like to hire someone to help him. He spoke with the mechanic and he is able to add a modem to the vehicles which should help. Commissioner Wilbur stated that the tribe has their own IT department and thought maybe they could potentially help with some of our other IT issues.
 - **Aid Vehicle** – Our mechanic is working on getting a used ambulance from Friday Harbor for District 13.
 - **Mechanic** – Chief Weiss asked the mechanic if he could come back with a different proposal for his costs.

10. **Medical Officer Report – no action** – Captain Ferrell was unable to attend the meeting.
11. **Training Officer Report – no action** – Lieutenant Jenkins was unable to attend the meeting. Captain Olbu put together a really great training at the marina.
12. **Assistant Chief Report – no action** –
 - **Tender** - The tender needs new tires.
 - **Brush Truck** - The DNR has a few surplus trucks that Assistant Chief Jurdi is going to fill out an application for, to have as a backup vehicle.
 - **Wildland Gear Grant** - The wildland gear grant opens on October 15th. This grant allows us to pay 50% of the cost of the gear.
 - **Plumbing Issues** – Assistant Chief Jurdi and Captain Olbu were able to fix the toilet at Station One.
13. **DEM Report – no action** – Captain Taylor gave his DEM report. The Great Shake-Out is October 21st.
14. **Executive Session** - Executive Session as allowed by RCW 42.30.110 *(i) To discuss with legal counsel representing the agency matters relating to agency enforcement actions, or to discuss with legal counsel representing the agency litigation or potential litigation to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency.* Adjourned at 10:02 for 20 minutes. At 10:22 extended for an additional 15 minutes. Re-convened at 10:37 a.m. No action taken.
15. **Adjourn** at 10:37 a.m.

Dated this 12th day of November, 2021.

Chairman/Commissioner
Skagit County Fire District 13

District Secretary, Tracy Berg

Unless otherwise indicated all attachments and notes are maintained by the District Secretary.