

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



MEETING MINUTES
January 14th, 2022

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 Doyle moved to approve the agenda. Commissioner Shellhamer 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 Bobbie Scopa (Zoom), Chief Wood Weiss, District Secretary Tracy Berg, Captain Chris Olbu (Zoom) and Captain Ted Taylor. Guest present was Bill Reynolds from the La Conner Weekly News (Zoom).
5. **Public Comment** – N/A
6. **Elect Chair / Vice Chair – action** – Commissioner Doyle made a motion to appoint Commissioner Shellhamer the 2022 chair. Commissioner Scopa seconded. Commissioner Shellhamer called for any more discussion and then for a vote. The motion passed unanimously. Commissioner Shellhamer made a motion to appoint Commissioner Doyle vice chair. Commissioner Scopa seconded. Commissioner Shellhamer called for any more discussion and then for a vote. The motion passed unanimously.
7. **Approval of Minutes – action** – District Secretary Berg presented the minutes from the December 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.
8. **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 12/31/2021 in the amount of \$68,530.16. This included payroll check #s 10662-10691 and EFTPS in the amount of \$51,062.62 and check #s 10692-10715 in the amount of \$17,467.54 for accounts payable.
 - Checks and Check Register dated 1/14/2022 in the amount of \$17,730.84 for accounts payable. This included check #s 10716-10730 and EFTPS.

- Transmittal voucher dated 1/1/2022 in the amount of \$95,000.00.
 - Commissioner Shellhamer moved to approve the checks and check registers as presented. Commissioner Doyle 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 12/31/2021.
9. **Resolutions – action** – Resolution 2022-01-01 to approve the ambulance rate approved by Skagit County for Fire District 13. Commissioner Shellhamer made a motion to approve resolution 2022-01-01. Commissioner Scopa seconded. Commissioner Shellhamer called for any more discussion and then for a vote. The motion passed unanimously. Commissioner Shellhamer made a motion to approve Resolution 2022-01-02 to protect our levy from prorationing. Commissioner Doyle seconded. Commissioner Shellhamer called for any more discussion and then for a vote. The motion passed unanimously.
10. **Station Improvements – no action** – Commissioner Doyle has been working with the county to get the permitting process started. Currently, he is waiting to hear back on whether or not the new residential unit has to have a sprinkler system. He is also checking into what companies have the type of unit we want available now.
11. **Chief Report – no 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.
 - **Meetings** – The county chief's meeting was cancelled.
 - **AFG Grant** – The grant was extended and is now due on January 21st.
 - **Bunker Gear** – Several of the firefighters came to the meeting to show off the new gear that we received last week. The gear was purchased with the help of a grant from the Marathon Refinery.
 - **Tribe** – Chief Weiss thanked the Tribe for committing funds to our District for 2022. He also gave them a shout out for all their help during the snow. Not only did they plow our driveway during all the snow they also provided food when there was a large power outage in Shelter Bay. During the power outage, a warming center was opened up at Shelter Bay's community center for those that needed to get warm. The CERTs staffed the center and the tribe provided food for all. CERTs, DEM and the tribe all came together.
 - **Snow** – Our new four-wheel drive worked really well during the snow. The engine was chained but the ambulance did not need to be chained.
 - **Sewer System** – The sewer system was backing up into Station one. Chief Weiss called Johnny's Septic and they came and pumped the tanks and discovered the issue. It should be fixed sometime next week.
12. **Medical Officer Report – no action** – Assistant Chief Jurdi was on vacation. Chief Weiss and Assistant Chief Jurdi were able to complete the quality management of all the reports for 2021. For the month of December there were 28 transports.
13. **Training Officer Report – no action** – No report. Lieutenant Jenkins was not available to attend the meeting. All in person training is cancelled for now.

There will be a zoom training next week.

14. **Assistant Chief Report – no action** – No report – Assistant Chief Jurdi was on vacation.
15. **Good Morning District 13 – no action** – No report - Captain Ladd was unable to attend the meeting.
16. **DEM Report – no action** – Captain Taylor gave his DEM report and a CERT report. He also spoke about Code Red for those that only have a cell phone and no land line.
17. **Adjourn** at 10:00 a.m.

Dated this 11th day of February, 2022.

Chairman/Commissioner
Skagit County Fire District 13

District Secretary, Tracy Berg

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