

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



**MEETING MINUTES**  
**June 8<sup>th</sup>, 2023**

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 as presented. 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, Chief Wood Weiss, Battalion Chief Jamie Jurdi, District Secretary Tracy Berg, Captain Andrew Ferrell, Captain Gary Ladd, and Captain Ted Taylor. Bill Reynolds from the La Conner Weekly News was also present (Zoom). Commissioner Wilbur had a work commitment.
5. **Public Comment** – N/A
6. **Approval of Minutes – action** – District Secretary Berg presented the minutes from the May 11<sup>th</sup>, 2023 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 6/01/2023 in the amount of \$103,975.79. This included payroll check #s 11468-11471, DD1339-DD1365 and EFTPS in the amount of \$66,659.78 and check #s 11447-11467, 11472 in the amount of \$37,316.01 for accounts payable.
  - Checks and Check Register dated 6/08/2023 in the amount of \$18,007.03 for accounts payable. This included check #s 11473-11487.
  - Transmittal voucher dated 6/1/2023 in the amount of \$100,000.00.
  - Commissioner Doyle moved to approve the checks and check registers as presented. Commissioner Shellhamer 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 5/31/2023.

8. **HR Proposals – no action** – The guest, Eileen Williams, was stuck in traffic. Commissioner Doyle, Secretary Berg, Chief Weiss and Captain Ladd will meet with her after the meeting.
9. **Station Improvements – no action** – Chief Weiss gave an update on the resident unit. They are working on the deck and then they will complete the ramp. He is hoping it will be ready in two weeks.
10. **New Residence Open House – no action** – A tentative date of July 8<sup>th</sup>, from 11 am to 1pm, was set for the new residence open house. Secretary Berg will send an invite to Larry Kibbee.
11. **Chief Report – no action** –
  - **Statistical Report** – Chief Weiss/Captain Ferrell gave an update on call statistics.
  - **Meetings** – Chief Weiss attended the chief's conference in Wenatchee and attended the commissioner conference in Chelan. He learned a lot about batteries at the chief's conference. At the commissioner's conference, Liz Loomis (public affairs) spoke on Friday about levy lid lifts and Commissioner Doyle, Chief Weiss and Secretary Berg felt it was a great class to attend.
  - **Live Burn** – Live burn is scheduled for this Saturday. The burn ban does start on Friday but the fire marshal is okay with the training burn. There will be 3 fire departments involved and Fire District 13 will be providing food.
  - **Door Prop** – The door prop will be here on the 15<sup>th</sup>. It weighs 900 pounds. It will be housed at station one. There are other organizations that will be contributing to the cost.
  - **Shelving** – Chief Weiss would like to add shelves above the lockers so each firefighter will have a place to put their stuff. There would be a plastic tote that goes above their locker/shelf. Cost will be approximately \$600.
  - **Grant Money** – Chief Weiss has asked the tribe again about the grant money. They are looking into it for him.
12. **Medical Officer/CARES report – no action** – Captain Ferrell gave an update on transports and the CARES program. He is still doing daily trainings with everyone. He is also still working closely with the Didgwalic clinic. There is a new powerful drug out on the streets around here called tranq.
13. **Training Report – no action** – Captain Olbu was unable to attend the meeting. He will be running water supply at the fire this weekend.
14. **Battalion Chief Report – no action** – Battalion Chief Jurdi gave an update on apparatus issues. He is still waiting for the radios from the DNR grant. The wildland refresher was a couple of weeks ago and there are 6 people in the initial class this weekend (and last weekend). The outlook for Washington State for wildland fire is not looking good for this summer. We are number 17 on the mobilization list for our brush truck.
15. **Good Morning District 13 – no action** – Captain Ladd had nothing new to report for Good Morning District 13.
16. **DEM Report – no action** – Captain Taylor gave his monthly DEM report. He brought in the emergency ration supplies he purchased at Costco. The rations will feed a crew of five for two weeks. Chief Weiss would like to get two more

sets. The great shakeout is in October and Captain Taylor would like to do a preparedness inventory before then.

17. **Adjourn** at 10:02 a.m.

Dated this 13<sup>th</sup> day of July, 2023.

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Chairman/Commissioner  
Skagit County Fire District 13

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District Secretary, Tracy Berg

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