

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



MEETING MINUTES
June 13, 2024

1. **Call to order** – Chairman Shellhamer called the meeting to order at 7:00 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 as presented. Commissioner Wilbur 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 (Zoom), Chief Wood Weiss, Battalion Chief Jamie Jurdi, District Secretary Tracy Berg, Captain Chris Olbu, Captain Gary Ladd, Captain Ted Taylor, Captain Drew Ferrell, Firefighter Tim Wurtz, Firefighter Connor Parkerson and Firefighter Heather Jones. Bill Reynolds from the La Conner Weekly News was also present.
5. **Public Comment** – N/A
6. **Approval of Minutes – action** – District Secretary Berg presented the minutes from the May 9th, 2024 meeting. Commissioner Shellhamer made a motion to approve the meeting minutes. Commissioner Doyle 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:
 - Check Register Dated 6/1/2024 for \$98,029.71 (Check #'s 11951-11957, DD1690-DD1717 and EFTPS in the amount of \$86,680.41 for payroll) (Check #'s 11933-11950 in the amount of \$11,201.54 for accounts payable)
 - Check Register Dated 6/13/2024 for \$10,658.01 (Check #'s 11958-11970 for accounts payable)
 - Transmittal \$100,000
 - Financial Report May 31, 2024
 - 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.
8. **Addendum #3 to 2021 Interlocal Agreement between Swinomish Tribe and District 13 – action** – Commissioner Doyle made a motion to approve the addendum. Commissioner Shellhamer seconded. Commissioner Wilbur abstained. Motion passed.

9. **Town of La Conner– no action** – Commissioner Doyle had nothing new to report.

10. **Chief Report – action** –

- **Statistical Report** – Chief Weiss gave his monthly report.
- **Meetings** – The Pulse Point app is now available for those that know how to do CPR.
- **Compressor** – Marathon Refinery approved the grant request to help purchase the compressor but we don't know the exact amount they will be giving us yet. We will need to hire an electrician to complete the install.
- **Air Conditioner / Heat Pump** – Chief Weiss got several proposals and Handy's Heating was the least expensive. Commissioner Doyle made a motion to approve Handy's Heating proposal (#30346) to install a new heat pump for \$13,832.00. Commissioner Shellhamer seconded. Motion passed unanimously.
- **Summit Shifters** – Starting tomorrow, we will have shifters at station one for a twelve-hour shift, twice a week.
- **Driveway Resurfacing** – We are still waiting for better weather for them to get started on the resurfacing of the driveway.
- **Wildland Drill** – District 13 will be hosting a wildland drill. The DNR, Anacortes Fire, Mt. Erie Fire, CERTs, La Conner Fire, McLean Road Fire will all be invited.
- **CARES Grant** – It looks like we are on pace to renew the CARES grant through the tribe.
- **New MDT in 1319** – Since we will now have shifters at Station One, a new MDT was installed in 1319.
- **Lid Lift** – Chief Weiss would like to start the discussion about doing a levy lid lift. Currently we are at \$0.6182.
- **OSHA** – OSHA is updating their requirements for fire departments/fire fighters.

11. **Medical Officer/CARES report – no action** – Captain Ferrell presented his graphs for the month for transports and for CARES (MIH visits). They attended a one-day negotiations class that was put on by some SWAT team members. They will be getting three bullet proof vests that will be red (so they can be identified separately from police). They are working on peer support training. They are also working on a pre-hire physical agility test as well as a yearly member test. Chief Weiss is having the CARES employees also help out with teaching CPR.

12. **Training Report – no action** – Captain Olbu gave his monthly update on training. OTEP was last night. They had a live fire training yesterday. The burn ban starts this Saturday, June 15th. The live fire MCO has been cancelled because of the burn ban. There will be a marina fire drill on June 26th (where other agencies will be invited). Captain Ladd stated that he would like to start training with the Skagit Bay Search and Rescue boat.

13. **Battalion Chief Report – no action** –

- Red Card Class - Two firefighters completed the red card class recently.
- Tactical Tender – BC Jurdi had been working with Brian Geer at the Tribe to purchase a tactical tender but Brian no longer works for the tribe. BC Jurdi is still working on it though.
- Mobilization – We are currently number two to be called up for a wildland fire for a type 6 engine.

14. **Emergency Management Report – no action** – Captain Taylor gave his Emergency

Management report with Captain Ladd. The wildland drill is coming up and he spoke briefly about the details. They are also talking about moving the CERT trailer to Shelter Bay.

15. **Good of the Order** – Captain Ladd spoke about our current solar panels. When they were originally installed, only one inverter charger was installed but there should have been two installed. He is currently looking into getting an additional 12 solar panels along with additional inverter chargers. He is working with the tribe to see if they can help out with a grant. Recently, he discovered that 15 of our panels haven't been working and they are trying to figure out why. Commissioner Wilbur let Captain Ladd know who he should contact at the tribe to see if they can help out with the solar panels.

16. **Adjourn** at 7:57 a.m.

Dated this 18th day of July, 2024.

Chairman/Commissioner, Bruce Shellhamer

District Secretary, Tracy Berg

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