

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



MEETING MINUTES
August 14, 2025

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. **Attendees – no action** – Present were Commissioner Bruce Shellhamer, Commissioner John Doyle, Commissioner JJ Wilbur, Chief Wood Weiss, District Secretary Tracy Berg, Captain Andrew Ferrell, Captain Ted Taylor and Firefighter Andrew Lester. Bill Reynolds from the La Conner Community News was also present.
4. **Public Comment** – N/A
5. **Consent Agenda – action** – Commissioner Doyle moved to approve the consent agenda as presented. Commissioner Shellhamer seconded. Commissioner Shellhamer called for any more discussion and then for a vote. The motion was unanimously approved.
 - July 10th Meeting Minutes
 - July 17th Special Meeting Minutes
 - Check Register Dated for 8/1/2025 in the amount of \$145,382.64 (Check #'s 12475-12478, DD2073-DD2097 and EFTPS for payroll in the amount of \$135,908.95) (Check #'s 12479-12494 and EFTs for accounts payable in the amount of \$9,473.69)
 - Check Register Dated 8/14/2025 in the amount of \$54,982.97 (Includes check #s 12495-12514 for accounts payable)
 - Transmittal \$175,000.00
 - Financial Report July 31st, 2025
6. **Old Business**
 - **Lid Lift Discussion – no action** – Commissioner Shellhamer is planning on having a levy committee meeting after Labor Day. He is also anticipating having some community meetings before the election. Captain Taylor informed the board that if they want to be included in the Shelter Bay newsletter, the deadline to submit an article is the 20th of the month.
7. **New Business**
 - **Stipend Request – action** – Chief Weiss asked the board to approve a \$150 stipend for Andrew Lester as the ham radio coordinator. Commissioner Shellhamer made amotion to approve. Commissioner Doyle seconded. Motion passed unanimously.
 - **CPR Training Agreement – action** - The county provided a new agreement for District 13 to provide training to the public and BLS training for EMTs in our District

and others. The commissioners all signed the agreement along with Chief Weiss.

8. **Chief Report – action –**

- **Statistical Report** – Chief Weiss reviewed the monthly statistical report.
- **ESO** – On Tuesday, Chief Weiss and Captain Ferrell will begin the onboarding process for the new ESO software which is replacing ERS.
- **Tender** – The tender will be ready August 28th. Chief Weiss is planning on picking it up September 2nd or 3rd. He thinks it will take about six or seven days to get it home. Chief Weiss thanked Commissioner Wilbur for getting the necessary funds to pay for the tender. Commissioner Shellhamer made a motion to pay for the tender in full and not finance any portion of it. Commissioner Doyle seconded. Motion passed unanimously.
- **Grants (HF Sinclair)** – Chief Weiss is still working with the refineries to get funds to purchase extrication gear. HF Sinclair is currently saying no but Marathon is very positive towards us.

9. **CARES – no action** – Captain Ferrell reviewed the graphs that were presented at the community meetings.

10. **Emergency Management Report – no action** – Firefighter Andrew Lester gave a brief report on the radio room and ham radios.

11. **Good of the Order** – Commissioner Shellhamer thanked everyone for the thoughts and support for his wife.

12. **Adjourn** at 9:37 a.m.

Dated this 18th day of September, 2025.

Chairman/Commissioner, Bruce Shellhamer

District Secretary, Tracy Berg

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