

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



MEETING MINUTES
June 12, 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, Assistant Chief John Tanaka, District Secretary Tracy Berg, 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 Shellhamer moved to approve the consent agenda as presented. Commissioner Doyle seconded. Commissioner Shellhamer called for any more discussion and then for a vote. The motion was unanimously approved.
 - May 15th Special Meeting Minutes
 - Check Register Dated for 6/1/2025 in the amount of \$108,040.05 (Check #'s 12422-12425, DD2025-DD2048 and EFTPS for payroll in the amount of \$95,174.30) (Check #'s 12405-12421, 12426 for accounts payable in the amount of \$12,865.75)
 - Check Register Dated 6/12/2025 in the amount of \$23,520.89 (Includes check #s 12427-12439 for accounts payable)
 - Transmittal \$130,000.00
 - Financial Report May 31, 2025
6. **Old Business – no action -**
 - **Lid Lift Discussion** – Two of the community meetings/open houses have occurred. There were 96 people who attended the meeting last night in Shelter Bay. Commissioner Shellhamer thought the meeting was very positive. The signage was also great! The last open house/community meeting is next week at Summit Park.
7. **New Business – no action**
 - Commissioner Conference – Commissioner Shellhamer attended the commissioner conference in Chelan. He thought the speaker was great. She was very interactive with the audience. They spoke a lot about levies.
8. **Chief Report – no action** – Chief Weiss was unavailable to give his report (he was teaching a CPR class).
 - **Statistical Report** – Chief Weiss sent out the monthly statistical report via email ahead of the meeting.

- **Tender** – The tender is still on target to be completed by August. Commissioner Shellhamer is looking into various financing options and will have something to present at the next meeting.
- 9. **AC Report – no action** - AC Tanaka stated things are improving. The firefighters have been cleaning up around the station and getting things organized. He has also taken over all the scheduling.
- 10. **Emergency Management Report – no action** – Firefighter Lester, Commissioner Doyle and Captain Taylor had a discussion about ham radios. Commissioner Doyle would like to have a discussion about training for a seismic event/flood event at a later meeting. Firefighter Lester also stated that the computer in the conference room needs to be replaced as it is antiquated. He does have a computer he is willing to donate to the District or the District can buy the one he presented for approximately \$1,500. Commissioner Shellhamer stated that there is money in the budget to purchase a new one.
- 11. **Good of the Order** – AC Tanaka stated that we owe Captain Ladd a lot for setting up the Good Morning District 13 program and for how well it works in our community.
- 12. **Adjourn** at 9:48 a.m.

Dated this 10th day of July, 2025.

Chairman/Commissioner, Bruce Shellhamer

District Secretary, Tracy Berg

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