

SNOHOMISH COUNTY FIRE DISTRICT #26
P.O. Box 376
Gold Bar, WA. 98251
(360) 793-1335 - Fax (360) 793-8998

PROPOSED

Minutes for the meeting held at Snohomish County Fire District #26 Station 53, January 13, 2009.

The Meeting was called to order by Mike Moore, Vice Chairman of the Board at 19:38 hours due to the Fire Chief getting here late.

Those present were Bert McClellan, Glenrose Williams, Candy Wood, Mike Moore, Fire Chief Eric Andrews, and Linda Larsen. Bill Tubbs was excused as he was out of town on work related business.

Minutes – A motion was made by Commissioner McClellan to approve the minutes of the December 9, 2008 meeting. Commissioner Woods seconded this motion. Motion approved.

Secretary Report - Calls were up 34 from previous year in December. Went over the accounts receivable status reports for transports.

Budget Report – Fire Chief Andrews reported the District 26 budget was at 10% and the SVFR is at 9 %.
Went over the ending revenue report for 2008.

Chiefs Report - (see attached)

Been a challenging weather month for everyone. Station 54 sustained some damage from the weather.

Was suggested that we look into a snow plow of some type to keep station entrances clear. Will look into this further.

One of the new pumpers is almost ready to put into service. The other one is still in the shop in Monroe waiting parts.

The state will start their audit next week.
Went over list of accomplishments the fire district achieved in 2008.

Old Business:
Commissioner McClellan reported the 4th quarter safety meeting was held last month with only a few minor injuries reported.

New Business:
Was suggested that the City of Gold Bar and the Fire District buy a dump truck together. The board did not think that would be a good idea.

Contract with Healthforce for our post exposure incident management was proposed. A motion was made by Commissioner Moore to sign the contract with them. Commissioner McClellan seconded the motion. Motion passed.

A motion was made by Commissioner McClellan to retain the same Chair, Vice Chair and Secretary to the board for the coming year. Commissioner Williams seconded the month. Motion passed.

Commissioner McClellan moved to sign the payroll in the amount of \$35,721.75. Commissioner Wood seconded the motion. Motion passed

Commissioner Moore moved to sign the blanket vouchers approval #001-2009 through 071-2009 for 99,846.87 for the bills for the month. Commissioner McClellan seconded the motion. Motion approved.

A motion was made by Commissioner Wood to adjourn.

Meeting adjourned at 20:15.

Respectively,

Linda J. Larsen
District Secretary

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PROPOSED

Minutes for the meeting held at Snohomish County Fire District #26 Station 53, February 10, 2009.

The Meeting was called to order by Bill Tubbs, Chairman of the Board at 19:25 hours, following the joint meeting of the Skykomish Valley Fire and Rescue.

Those present were Bill Tubbs, Bert McClellan, Glenrose Williams, Candy Wood, Mike Moore, Fire Chief Eric Andrews, and Linda Larsen.

Minutes – A motion was made by Commissioner Moore to approve the minutes of the January 13, 2009 meeting. Commissioner Williams seconded this motion. Motion approved.

Secretary Report - Calls were down 14 from previous year in January. Went over the accounts receivable status reports for transports.

Budget Report – Fire Chief Andrews reported the District 26 budget was at 17%.

Chiefs Report - (see attached)

2008 community awards banquet was held last Saturday at Sultan High School. We presented Bob Delvecchio with our fire department member of the year award and the memorial award to Cub Scout pack 54 for all their support to the fire district. This years service awards went to Felicia Nelson and Carrie Schumacher for five years of service, Robin Vargas, Davi Martin and Dave Lange for ten years of service and to Herb Pardee with twenty five years of service. Past Commissioner Ray Coleman was selected as the Sky Valley citizen of the year.

The city held a meeting with DNR on the use plan for Reiter pit and asked for input. We addressed our concerns with signage, trail markings to help us locate accidents and the lack of any funding that comes to the fire department. DNR does have plans for signage and marking the area if it is ever developed. As far as funding the only option is to apply for a grant.

Still awaiting parts for the second alf engine. The first alf engine is now in service as the first out pumper at station 54. We have moved most of the equipment from Rescue 53 to this engine. We are ready to surplus the 1992 Chev rescue. We also have the two pumpers that have been replaced. District 50 may be interested in using the 1988 e-one pumper. The maxim pumper may be a good one to keep as a parade or antique unit. In order to do this we would need to find a storage location for it.

The state auditor has completed the audit of our books.

The firefighter 1 recruit academy is underway at Station 54 on Wednesday nights and Saturday's. There are 20 students in the class

Lt. Enyart has been working with the city staff in preparing for joint operations during time of disasters.

Old Business:

Commissioner McClellan reported the City of Gold Bar mentioned buying a dump truck with the fire district and he told them we were not interested.

New Business:

A motion was made by Commissioner Tubbs to sign the Resolution 01-2009 appointing the Chair, Vice-Chair and Secretary to the board for 2009. Commissioner McClellan seconded the motion. Motion passed.

A motion was made by Commissioner Tubbs to declare the 1992 Chevrolet rescue truck surplus. Commissioner McClellan seconded the motion. Motion passed.

Commissioner Tubbs moved to sign the payroll in the amount of \$37,066.50
Commissioner Moore seconded the motion. Motion passed

Commissioner Tubbs moved to sign the blanket vouchers approval #072-2009 through 138-2009 for 49,773.37 for the bills for the month. Commissioner McClellan seconded the motion. Motion approved.

A motion was made by Commissioner Williams to adjourn.

Meeting adjourned at 20:01.

Respectively,

Linda J. Larsen
District Secretary

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PROPOSED

Minutes for the meeting held at Snohomish County Fire District #26 Station 53, March 10, 2009.

The Meeting was called to order by Bill Tubbs, Chairman of the Board at 19:00 hours.

Those present were Bill Tubbs, Bert McClellan, Glenrose Williams, Candy Wood, Mike Moore, Fire Chief Eric Andrews, and Linda Larsen.

Addition to the agenda was made adding an executive session.

Minutes – A motion was made by Commissioner McClellan to approve the minutes of the February 10, 2009 meeting. Commissioner Moore seconded this motion. Motion approved.

Secretary Report - Calls were + 6 from previous year in February. Went over the accounts receivable status reports for transports.

Budget Report – Fire Chief Andrews reported the District 26 budget was at 25% and Sky Valley Fire and Rescue was at 22%.

Chiefs Report - (see attached)

The second ALF pumper is repaired and in the paint shop. It is expected to be completed in about two weeks.

There are more meetings planned about the Reiter pit recreation area which we have been invited to attend. We will continue our push for marking of the roads and signage as well as seek funding for this area.

The Chiefs new Tahoe has arrived and the crews are working on installing the equipment on it.

A resolution has been prepared to sign tonight making the 1992 Becker Rescue Vehicle surplus. We will be contacting the Monroe Speedway to see if they are still interested in purchasing it.

The firefighter 1 recruit academy is underway at Station 54.

Chief Andrews announced he will be out of town from March 11th to March 19th and has appointed Bill Tubbs as acting Fire Chief.

Looking at demo (used) hydraulic rescue tools so we can equip each ALF pumper with a set.

Old Business:

A motion was made by Commissioner Tubbs to sign the Resolution 02-2009 declaring the 1992 Becker Rescue Vehicle surplus. Commissioner Moore seconded the motion. Motion passed.

New Business:

A executive session was called to include the 5 Members of the Board of Commissioners, Fire Chief Eric Andrews and District Secretary Linda Larsen was called at 19:30 to discuss a personnel matter.

Executive session ended at 20:08, and meeting called back to order.

Announcements:

Former Gold Bar City Mayor and former Gold Bar Fire Department Chief Fred Meehan passed away March 9th.

Commissioner Williams moved to sign the payroll in the amount of \$34,579.75
Commissioner Moore seconded the motion. Motion passed

Commissioner Tubbs moved to sign the blanket vouchers approval #139-2009 through #210-2009 for 83,396.06 for the bills for the month. Commissioner McClellan seconded the motion. Motion approved.

A motion was made by Commissioner Tubbs to continue the meeting at 16:00 hours on Friday March 20th at Station 53. Commissioner McClellan seconded the motion. Motion approved.

The meeting was called back to order at 16:20 on Friday March 20th.

Those present were Bill Tubbs, Bert McClellan, Glenrose Williams, Candy Wood, Mike Moore, Fire Chief Eric Andrews, and Linda Larsen.

Had our exit report from the recent audit. They looked at 5 areas. One area was the petty cash and it has not been balanced for a long time. Candy Wood agreed to balance it every month. We will add a new line on the agenda for a report each month on the recolonization.

They would also like us to get numbered equipment tags and keep a inventory on equipment. It was decided by them that Skykomish Valley Fire and Rescue will be audited along with our audit and not required to have a separate audit.

A executive session was called to include the 5 Members of the Board of Commissioners, Fire Chief Eric Andrews and District Secretary Linda Larsen was called at 16:45 to discuss a personnel matter.

Executive session ended at 17:00.

A motion was made by Commissioner Wood to continue the meeting at 18:00 hours on Wednesday March 25th at Station 53. Commissioner Williams seconded the motion. Motion approved.

The meeting was called back to order at 18:04 on Wednesday March 25th.

A executive session to include the 5 Members of the Board of Commissioners, Fire Chief Eric Andrews, Assistant Fire Chief Marney Larsen and District Secretary Linda Larsen was called at 18:05 to discuss a personnel matter.

Executive session ended at 18:55.

A motion was made by Commissioner Williams to adjourn the meeting.

Meeting adjourned at 18:56.

Respectively,

Linda J. Larsen
District Secretary

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PROPOSED

Minutes for the meeting held at Snohomish County Fire District #26 Station 53, April 14, 2009.

The Meeting was called to order by Bill Tubbs, Chairman of the Board at 19:02 hours.

Those present were Bill Tubbs, Bert McClellan, Glenrose Williams, Candy Wood, Mike Moore, Fire Chief Eric Andrews, Assistant Chief Marney Larsen and Linda Larsen.

Also present Isaac Howard, Bobbie Low, Davi Martin, Ryan Chadwick and Heather Chadwick.

Minutes – A motion was made by Commissioner Moore to approve the minutes of the March 10, 2009 meeting. Commissioner McClellan seconded this motion. Motion approved.

A executive session to include the 5 Members of the Board of Commissioners and Fire Chief Eric Andrews was called at 19:04 to discuss a personnel matter.

The meeting was called back to order at 19:21.

A motion was made by Commissioner Wood to amend the agenda and open the meeting for public comment with a 3 minute limit per person. Commissioner Williams seconded the motion. Commissioner Tubbs amended the motion to allow Isaac Howard read his statement. Commissioner Moore seconded the motion. Motion approved.

Isaac Howard read a letter to the board regarding his concerns from his dismissal from the fire district.

Secretary Report – Announced will be gone from May 3-7 for her annual state conference. Announced the Sky Valley Fire and Rescue Meeting is on May 7 at the Baring Station. Went over the accounts receivable status reports for transports.

Budget Report – Fire Chief Andrews reported the District 26 budget was at 38% and Sky Valley Fire and Rescue was at 30%.

Commissioner Wood announced that she balanced the petty cash check book.

Chiefs Report - (see attached)

The second ALF pumper has been returned from the paint shop and crews are installing the equipment. It should be in service soon.

The Chief's Tahoe is now completed and in service. The previous Chiefs vehicle has now been placed in service as a utility vehicle at Station 54.

We purchased a used set of Jaws from LN Curtis so each first out engine will now have full auto extrication capability.

The Monroe Speedway looked at the rescue truck but determined they have no funds to purchase the truck at this time. We will advertise to sell this vehicle. The E-One Fire Apparatus is on loan to King County Fire District #50.

After consulting with both our insurance company and the district legal Counsel Isaac Howard has been terminated from his position and as a volunteer.

Firefighter recruit class is near completion. Shawn Miller has done an outstanding job along with help from others stepping in the middle of an academy to complete it.

Old Business:

The City of Gold Bar does not have a contract with the Snohomish County Fire Marshal's office to investigate fires within the city. Monroe Fire District has offer to send there Fire Marshal to us for no more than 5 hours per month if we request them.

New Business:

A motion was made by Commissioner Tubbs to surplus the 1999 Silverado pickup. Resolution to be ready at next month meeting. Commissioner Williams seconded the motion. Motion approved.

Request from Isaac Howard for a grievance hearing. Will check with our lawyer and get back to the board on a date.

Announcements:

Commissioner Tubbs moved to sign the payroll in the amount of \$39,003.70 Commissioner Moore seconded the motion. Motion passed

Commissioner Tubbs moved to sign the blanket vouchers approval #211-2009 through #294-2009 for 98,598.61 for the bills for the month. Commissioner McClellan seconded the motion. Motion approved.

A motion was made by Commissioner McClellan to adjourn the meeting.

Meeting adjourned at 18:56.

Respectively,

Linda J. Larsen
District Secretary

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PROPOSED

Minutes for the meeting held at Snohomish County Fire District #26 Station 53, May 12, 2009.

The Meeting was called to order by Bill Tubbs, Chairman of the Board at 19:00 hours.

Those present were Bill Tubbs, Bert McClellan, Glenrose Williams, Candy Wood, Mike Moore, Fire Chief Eric Andrews, Assistant Chief Marney Larsen, Thomas Burke and Linda Larsen.

Other people also present signed in. See attached sheet.

A executive session was called to include the 5 Members of the Board of Commissioners and Thomas Burke (our attorney), was called at 19:01 to discuss a personnel matter.

The meeting was called back to order at 19:15.

Grievance

Minutes – A motion was made by Commissioner McClellan to approve the minutes of the April 14, 2009 meeting. Commissioner Wood seconded this motion. Motion approved.

Secretary Report – Reported on conference attended and classes taken.

Budget Report – Fire Chief Andrews reported the District 26 budget was at 43% and Sky Valley Fire and Rescue was at 22%.

Chiefs Report – (no written report)

The second ALF pumper is in service. Repair of the pump has been reimbursed.

Weight room in building C at Station54 is almost completed.

There are more meetings planned about the Reiter pit recreation area which we have been invited to attend. Signage has been installed. There is no financial help for us available at this time.

Mayor of Gold Bar contacted Chief Andrews and she commented on them wanting to take over the Station 53 building. Chief Andrews explained the history of the station and that the city did not build the station and it was built on a HUD grant. Also informed her of our contract with the city that has been signed and is good until the year 2018.

Had a meeting with members of the department to discuss training. There is going to be a survey for the department members to fill out.

Old Business:

A motion was made by Commissioner Tubbs to sign Resolution 3-2009, making the 1999 Chev Silverado surplus. Commissioner McClellan seconded the motion. Motion passed.

Announcements:

Commissioner Tubbs moved to sign the payroll in the amount of \$34,579.75
Commissioner Williams seconded the motion. One abstain. Motion passed

Commissioner Tubbs moved to sign the blanket vouchers approval #295-2009 through #360-2009 for 54,910.77 for the bills for the month. Commissioner Wood seconded the motion. Motion approved.

Meeting adjourned at 21:08.

Respectively,

Linda J. Larsen
District Secretary

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PROPOSED

Minutes for the meeting held at Snohomish County Fire District #26 Station 53, June 9, 2009.

The Meeting was called to order by Bill Tubbs, Chairman of the Board at 19:00 hours.

Those present were Bill Tubbs, Bert McClellan, Glenrose Williams, Candy Wood, Mike Moore, Fire Chief Eric Andrews, Assistant Chief Marney Larsen and Linda Larsen.

Other people present Isaac Howard, Ryan Chadwick, Heather Chadwick and Larry Seaunier.

Minutes – A motion was made by Commissioner McClellan to approve the minutes of the May 12, 2009 meeting. Commissioner Moore seconded this motion. Motion approved.

Secretary Report – Reported on calls and account status. Also reported on Washington Fire Chiefs Conference attended.

Budget Report – Fire Chief Andrews reported the District 26 budget was at 48% and Sky Valley Fire and Rescue was at 45%.

Candy Wood reported on the petty cash checkbook and that it was balanced for the month.

Chiefs Report – (report attached)

With the warmer weather had several river rescues and searches.

Evergreen Speedway has asked if we would carry a small contract for the Rescue Truck, with \$5,000.00 down and \$1,000.00 per month with pay off in October. We would hold the title until payoff of the contract. We will need to make sure that they provide us with proof of insurance on the vehicle.

The firefighter recruit class is over with 13 graduates from the original 22.

Researched an employee assistance plan (EAP) for our members. Would be a way we could improve our avenues for volunteers to address concerns. An EAP is very common in today's larger companies and can address concerns for members and their families. Only have one quote and plan on getting another one.

Zone 11 got a grant in which we participated in along with Sultan, Monroe and District 7. It was for last chance escape cartridge system for our SCBA's. We will have to pay for 20% of the cost.

Tested 14 people for resident and non-resident positions last weekend. We will be filling 2 resident positions and increasing our non-resident positions.

Have asked our legal counsel for advice on how information requests should be handled in reference with the Howard termination. All requests will go through our attorney.

Discussed a brochure on the volunteer response notification. Unknown costs at this time but more information to follow.

Old Business:

A motion was made by Commissioner Tubbs to sign the contract with Monroe Speedway provided they give us proof of insurance naming Fire District #26 in the proof of insurance. Commissioner Wood seconded the motion. Motion passed.

Commissioner Tubbs is working on getting estimates for the painting for the exterior of Station 53.

New Business:

Larry Seaunier introduced himself and thanked the board for signing the contract with Monroe Speedway for the Rescue Truck.

Announcements:

Commissioner Tubbs moved to sign the payroll in the amount of \$34,312.95 Commissioner Williams seconded the motion. One abstain. Motion passed

Commissioner Tubbs moved to sign the blanket vouchers approval #361-2009 through #3418-2009 for 41,192.24 for the bills for the month. Commissioner McClellan seconded the motion. Motion approved.

Meeting adjourned at 19:31.

Respectively,

Linda J. Larsen
District Secretary

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PROPOSED

Minutes for the meeting held at Snohomish County Fire District #26 Station 53, July 14, 2009.

The Meeting was called to order by Mike Moore, Vice Chairman of the Board at 19:04 hours.

Those present were Bill Tubbs, Bert McClellan, Glenrose Williams, Candy Wood, Mike Moore, Fire Chief Eric Andrews, Assistant Chief Marney Larsen and Linda Larsen. Bill Tubbs arrived at approx 19:25

Other present Isaac Howard, Heather Chadwick, Galina Zadorozhnaya and Robin Vargas.

Minutes – A motion was made by Commissioner McClellan to approve the minutes of the June 9, 2009 meeting. Commissioner Williams seconded the motion. Motion approved.

Secretary Report – Reported on account status, calls and taking a few days off to have some teeth pulled.

Budget Report – Fire Chief Andrews reported the District 26 budget was at 57% and Sky Valley Fire and Rescue was at 52%.

Chiefs Report – (See Attached)

Looked at other EAP plans and feels the plan offered by WellSpring will best meet the requirements for our EAP program. Commissioner Wood felt this program would not be used by our members and was a waste. It was suggested that if a member needed counseling to send that person on an individual basis as the need arises. It was also asked if volunteer departments use this program and Chief Andrews stated that only a new volunteer departments use this program, mostly career departments. Decided to not continue looking into this program at this time.

Reported on the Volunteer Response reporting system and we have signed up for a 60 day trial period. The annual cost of this system is \$1,050.00 and after the 60 day evaluation we can discontinue the use of the system at no cost or we can continue use for the year. The system is planned to be operating by the 25th of July.

Looked up the value of the 1999 Chevrolet Silverado pickup and the value found was \$3,200.00 for fair condition. Have asked the volunteer interested in bidding on the truck to provide us with a sealed bid tonight. We received one bid.

The new director position for Snopac was offered to the #1 candidate from the selection process but they failed to reach to reach an agreement. The Snopac board is now working with the #2 candidate to see if they can reach an agreement.

The state auditor informed me that someone filed a complaint with them in reference to the sale of pagers to District 26 and District 7 from my company. When the final response is given to the complainant by the Auditor's office, the complaint will be provided to us with the complainant's name under the public records request.

A survey was completed with 38 responses received back on training and how people felt they would like the training program to continue. The majority would like to work with current in house personnel. I am currently working on updating the job description for this position which will be followed by letters of interest being submitted. After this I will interview the selected candidates and make a decision on filling this position.

The fall EMT class is full and will begin on September 2nd.

Our attorney contacted me in regard to a complaint from Bobbi Low and our use of the photos she had taken. At this time all her photos have been deleted from the web site and the district computers.

We are working on the web site. Any personal photo's used, we will get a signed release from the provider of unconditional use of the photos.

Old Business:

Commissioner Tubbs is working on the spec's for the painting the exterior of station 53. This project will need to go out to bid.

New Business:

One bid was received and read for the 1999 Chevrolet Silverado. (bid attached)

A motion was made by Commissioner Wood to reject the bid for the 1999 Chevrolet Silverado. Commissioner Moore seconded the motion. Motion passed.

Fire Chief Andrews stated he will put out ads for bids for the 1999 Chevrolet Silverado, with the minimum bid to be \$3,200.00. The bids will be due by 7PM at our next meeting on August 11, 2009.

Commissioner Wood asked the other board members about a certified letter that she had just received and had questions on how the application process took place to hire our people. There were skills testing and an interview process. In the interview process there were 5 members of the department that asked the applicants questions and they were rated on there responses. The applicants that applied for resident then also had a Chiefs interview with Chief Andrews and Assistant Chief Larsen. This testing was done the first weekend of June, with the best scores being offered position's on the department.

Announcements:

Commissioner McClellan asked that since we are meeting upstairs and it's hard for him to get up and down the steps that if there is an executive session called that the board stay upstairs for the executive session.

Commissioner McClellan moved to sign the payroll in the amount of \$34,649.45.
Commissioner Moore seconded the motion. Motion passed

Commissioner Tubbs moved to sign the blanket vouchers approval #419-2009 through #490-2009 for 37,166.11 for the bills for the month. Commissioner McClellan seconded the motion. Motion approved.

Meeting adjourned at 19:50.

Respectively,

Linda J. Larsen
District Secretary

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PROPOSED

Minutes for the meeting held at Snohomish County Fire District #26 Station 54, August 11, 2009.

The Meeting was called to order by Bill Tubbs, Chairman of the Board at 19:04 hours.

Those present were Bill Tubbs, Bert McClellan, Candy Wood, Mike Moore, Fire Chief Eric Andrews, Assistant Chief Marney Larsen and Linda Larsen.

Other people present Isaac Howard, Jacob Howard, Wendy Enyart, Robin Vargas and Brandon Vargas

Minutes – A correction to the minutes of July 14th meeting, page 2 paragraph 3 to reach was in there twice and should only be once. A motion was made by Commissioner Tubbs to approve the corrected minutes of the July 14, 2009 meeting. Commissioner McClellan seconded this motion. Motion approved.

Secretary Report – Reported on calls and account status. Also reported on

Budget Report – Fire Chief Andrews reported the District 26 budget was at 65% and Sky Valley Fire and Rescue was at 59%.

Chiefs Report – (report attached)

The firefighter response system is up and running and training is scheduled for next week.

Have not advertised for the 1999 Chevrolet pickup.

EMT Class is full with 30 students and will start in September. Also planning a EMT-I class for this winter.

Had one state mobe with one engine and one tender from our department to Chelan. Also hired by Snohomish County Fire District #1 to fight the Ballinger Lake Fire. We will bill District 1 for the costs for this fire.

Gave the commissioners a copy of the request for records policy to look over and will discuss at the next meeting.

Old Business:

Commissioner Tubbs is working on getting the scope of work for the painting for the exterior of Station 53. Hopefully will have bids next meeting.

New Business:

Announcements:

Commissioner McClellan moved to sign the payroll in the amount of \$63,608.30
Commissioner Moore seconded the motion. Motion passed

Commissioner Tubbs moved to sign the blanket vouchers approval #491-2009 through #3554-2009 for 45,747.52 for the bills for the month. Commissioner Moore seconded the motion. Motion approved.

Meeting adjourned at 19:15.

Respectively,

Linda J. Larsen
District Secretary