

**BOARD OF FIRE COMMISSIONERS
SNOHOMISH COUNTY FIRE DISTRICT NO. 15**

Regular Board Meeting Minutes
7812 Waterworks Rd. Tulalip, WA 98271
October 25, 2022

CALL TO ORDER – Chairman Sherman called the regular meeting to order at 10:30 a.m. Those in attendance were: Chairman Sherman, Commissioner Hudson, Chief Shaughnessy, Assistant Chief Reinhardt, Board Secretary Rachel Hughes and Finance Director Jasmine Perez. Crew were present. Commissioner Fryberg was unexcused.

FLAG SALUTE – Flag salute led by Chairman Sherman.

AGENDA –

Commissioner Hudson moved to approve the amended agenda. Chairman Sherman seconded; motion carried by unanimous vote.

CONSENT AGENDA –

1. Minutes of September 13, 2022, Regular Meeting
2. Finances:
 - a. September Payroll in the amount of \$215,393.30
 - b. Accounts Payable in the amount of \$139,873.60-Engine payment included
 - c. Agency Deposits in the amount of \$321,695.80

Finance Director Jasmine Perez gave a brief update on the current budget position and a discussion was held.

Commissioner Hudson moved to approve the consent agenda. Chairman Sherman seconded; motion carried by unanimous vote.

PUBLIC INPUT – None

EXECUTIVE SESSION – The Board recessed and went into Executive Session at 10:33 a.m. to review the performance of a public employee per RCW 42.30.110(g). It was expected to last 20 minutes. At 10:53 a.m. the Board emerged from Executive Session and returned to Regular Session.

UNFINISHED BUSINESS -

- a) Wildland Update- Chief Shaughnessy advised that all TBFD crews have returned from the Bolt Creek Fire. The command vehicle that was damaged while deployed has been repaired. The District brought in approximately \$100,000 in revenue this wildland season.
- b) HQ Logistics- Chief Shaughnessy advised that there has been minimal progress on securing a new headquarters location. This item will be tabled until November's meeting.
- c) Quil Ceda Village- Both Chief Shaughnessy and Chairman Sherman have spoken with the Quil Ceda Village Board. Martin Napeahi would like a phased in approach. There is a possibility of a split contract with Marysville Fire and the possibility of a two-person TBFD aid car at Quil Ceda Village to start off 2023. Further discussion was held. Chairman Sherman will be discussing further with Martin Napeahi.

- d) Ambulance Purchase- The new ambulance has been ordered and is in production. The order is slightly delayed, but should be arriving sometime in December. Further discussion was held.
- e) Boat Purchase- Chief Shaughnessy advised that \$150,000 has been set aside in the 2023 budget for a boat purchase. Moorage is already available for whenever it may be needed. North County Fire would like to contract with Tbfd for marine rescue services. Chairman Sherman would like to include Hat Island in the contract for services.

Chairman Sherman moved to allow Chief Shaughnessy to enter into a boat purchase agreement. Commissioner Hudson seconded; motion carried by unanimous vote.

NEW BUSINESS –

- a) 2023 Budget Review-The balanced 2023 budget was presented to the Board and reviewed. Finance Director Jasmine Perez as well as Chief Shaughnessy brought a few items to the attention of the Board and a discussion was held. The final 2023 budget will be presented at the November meeting.
- b) Resolution 2022-10 Limited Tax General Obligation Bond-
Commissioner Hudson moved to approve Resolution 2022-10 Limited Tax General Obligation Bond allowing the District to purchase a limited tax general obligation bond in the principal amount of \$260,000 from Cashmere Valley Bank to provide funds to finance the purchase of a new ambulance. Chairman Sherman seconded; motion carried by unanimous vote.
- c) Resolution 2022-11 Retiree Medical Benefits- A discussion was held about providing medical benefits for LEOFF 2 administrative employees upon retirement from the District.
Chairman Sherman moved to approve Resolution 2022-11 Retiree Medical Benefits offering LEOFF 2 administrative employees medical benefits upon retirement as outlined in the resolution. Commissioner Hudson seconded; motion carried by unanimous vote.
- d) Resolution 2022-12 October Meeting Date Change-
Chairman Sherman moved to approve Resolution 2022-12- October Meeting Date Change moving the 10:30am October 10, 2022 Board of Commissioner’s meeting to 10:30am October 25, 2022. Commissioner Hudson seconded; motion carried by unanimous vote.
- e) Heritage High School Intern Program- Chief Shaughnessy advised that he was approached by Heritage High School to have Tbfd participate in an intern program. The program would consist of two students interested in the fire service to work two days a week during school hours with the Tbfd crews. If approved, Captain Smith and Lindsay Ross would be the leads on the program. Long term, Chief Shaughnessy would like to develop a cadet program.
Commission Hudson moved to allow the District to enter into an agreement with Heritage High School for the purpose of an intern program. Chairman Sherman seconded; motion carried by unanimous vote.
- f) Storage Covers- Chief Shaughnessy advised that he has looked into possibly purchasing conex containers and a canopy for a temporary storage cover to keep District apparatus and equipment out of the elements. The total for the project would be approximately \$25,000. Captain Shockley would head up the project if approved.
Chairman Sherman moved to approve the spending of up to \$25,000 for the purchase and construction of the storage cover. Commissioner Hudson seconded; motion carried by unanimous vote.
- g) Drone Operator- Chairman Sherman advised that he has an individual that would be willing to operate drones out of Tbfd if needed.

- h) Chief Shaughnessy Contract- The Board was presented a contract between the District and Chief Shaughnessy. The Board reviewed the contract.
Chairman Sherman moved to approve the employment contract between the District and Chief Ryan Shaughnessy as presented. Commissioner Hudson seconded; motion carried by unanimous vote.

ANNOUNCEMENTS –

- a) The next Commissioner meeting is scheduled for November 8, 2022 at 10:30 a.m.

ADJOURNMENT - There being no further business, the meeting was adjourned at 11:44 a.m.

Respectfully Submitted,

Rachel Hughes
Board Secretary