

**BOARD OF FIRE COMMISSIONERS
SNOHOMISH COUNTY FIRE DISTRICT NO. 15
Regular Board Meeting Minutes**

Tulalip Admin. Building #254 6406 Marine Dr. Tulalip, WA 98271
January 8, 2019

CALL TO ORDER – Chairman Sherman called the regular meeting to order at a delayed start time of 10:32 a.m. Those in attendance were: Chairman Sherman, Commissioner Hudson, Chief Shaughnessy and Administrative Assistants Rachel Hughes and Erin Bickford. Seven Crew were present. Commissioner Fryberg was excused due to personal business.

FLAG SALUTE – The flag salute was led by Captain Finley

AGENDA -

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

CONSENT AGENDA –

1. Minutes of December 11, 2018, Regular Meeting
2. Finances:
 - a. December payroll to be approved at February meeting due to new payroll software.
 - b. Accounts Payable in the amount of \$70,423.42
 - c. Agency Deposits in the amount of \$69,244.19

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

PUBLIC INPUT – None.

UNFINISHED BUSINESS -

- a) Amended November Payroll-
November payroll was modified to the amount of \$78,774.13. Each Commissioner came in to the fire station separately to sign off on the updated payroll.
- b) Tribal Partnership Update-
Chairman Sherman gave an update on the Tribal partnership. The tribe is very interested in a partnership and will keep dialogue open. The District will also continue to keep Marysville Fire involved in the ongoing discussions.

NEW BUSINESS-

- a) Selection of Vice Chairman-
Commissioner Hudson was elected Vice Chairman.
- b) Resolution 2019-01 Establishing Regular Meetings-
Commissioner Hudson moved to approve Resolution 2019-01 Establishing Regular Meetings. Chairman Sherman seconded; motion carried by unanimous vote.

- c) Part Time Employee Pay-
Volunteer Firefighters will now be classified as part-time paid employees and will be limited to a maximum of 156 hours per month. This change will be effective February 1, 2019.
- d) Change Order for Construction-
- A discussion was held about the change order for added lighting and outlets at the cost of \$4,300.
Chairman Sherman moved to approve the change order for construction. Commissioner Hudson seconded; motion carried by unanimous vote.
 - A second discussion was held regarding the remodel of the bathrooms. A bid for \$5,000 was given by Silver Key Construction.
Chairman Sherman moved to approve the bathroom remodel. Commissioner Hudson seconded; motion carried by unanimous vote.
- e) Appliance Purchase-
Chief Shaughnessy explained the need for new appliances for the station kitchen. A quote of \$5,713 after a government discount was given by Judd & Black for 3 refrigerators, double oven, hood vent and dishwasher.
Commissioner Hudson moved to approve the purchase of new appliances. Chairman Sherman seconded; motion carried by unanimous vote.

EXECUTIVE SESSION – The Board recessed and went into Executive Session at 10:56 a.m. to review the performance of a public employee per RCW 42.30.110(g). It was expected to last until 11:16 a.m. At 11:16 a.m. the board emerged from Executive Session and returned to regular session.

ANNOUNCEMENTS – Next Commissioner meeting Tuesday, February 19, 2019, 10:30 a.m., at the Tulalip Admin. Building #263 6406 Marine Dr. Tulalip, WA 98271

ADJOURNMENT - There being no further business, the meeting was adjourned at 11:23 a.m.

Respectfully Submitted,

Ryan Shaughnessy
Fire Chief/Board Secretary