

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

**Regular Board Meeting Minutes**

7812 Waterworks Road, Tulalip, WA January 9, 2018

**FLAG SALUTE** – The flag salute was led by Chief Shaughnessy

**CALL TO ORDER** – Commissioner Hudson called the regular meeting to order at 10:30 a.m. Those in attendance were: Commissioner Sherman, Commissioner Hudson, Chief Shaughnessy, Captains Finley and Litvinchuk. There were five Crew and one Citizen present.

**AGENDA -**

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

**CONSENT AGENDA –**

1. Minutes of the December 5, 2017, Regular Meeting
2. Finances:
  - a. December payroll in the amount of \$55,281.09
  - b. Accounts Payable in the amount of \$60,427.73
  - c. Agency Deposits in the amount of \$10,140.60

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

**PUBLIC INPUT -** None

**COMMUNICATIONS** – Staff Acknowledgements and Call Data handed out.

**CHIEF’S REPORT –**

- a) Chief Schmidt spoke with the State Auditor. The Exit Interview will be held later this month during an open public meeting.
- b) Training Consortium – Asst. Chief Joel Smith of NCRFA will be handling the training for the District. Need to amend his contract for pay purposes.

**UNFINISHED BUSINESS -**

- a) Extractor bids – Obtained three quotes. Purchased the one recommended by Capt. Smith.
- b) Information Technology Contract – Have contract with District #21 to share server.

**NEW BUSINESS -**

- a) Selection of 2018 Board Chair and Vice Chair -  
*Commissioner Hudson moved to appoint David Sherman as Chairman of the Board. Commissioner Sherman seconded; motion carried by unanimous vote.*
- b) Resolution 2018-01-Establishing 2018 Commissioner Meetings -  
*Commissioner Hudson moved to approve Resolution 2018-01-Establishing 2018 Commissioner Meetings. Chairman Sherman seconded; motion carried by unanimous vote.*

- c) Resolution 2018-02-Surplus Obsolete District Vehicle-  
*Commissioner Hudson moved to approve Resolution 2018-02-Surplus Obsolete District Vehicle. Chairman Sherman seconded; motion carried by unanimous vote.*
- d) Resolution 2018-03-Ambulance Purchase-  
*Chairman Sherman moved to approve Resolution 2018-03-Ambulance Purchase. Commissioner Hudson seconded; motion carried by unanimous vote.*
- e) Resolution 2018-04 – Warrant Resolution -  
*Commissioner Hudson moved to approve Resolution 2018-04 – Warrant Resolution. Chairman Sherman seconded; motion carried by unanimous vote.*
- f) ILA with NCRFA for Accounting Services –  
*Commissioner Hudson moved to sign ILA with North County Regional Fire Authority for Accounting Services. Chairman Sherman seconded; motion carried by unanimous vote.*
- g) WFCA Saturday Series Seminars Attendees – Ocean Shores April 7th and Chelan June 2nd – Chairman Sherman will be attending both.
- h) Office Space – Discussion held. Commissioner Hudson proposed bringing in a portable unit for office space. Chief Schmidt stated that the Stanwood/Camano School District was surplus portables for \$1.00 - \$1,000 and there were two left.
- i) Station Bathrooms – Discussion held regarding making one of the Station’s bathrooms Unisex so that they can be more useable.
- j) Reader Board – Commissioner Hudson stated that the District needs to obtain proper signage for the Station.

**EXECUTIVE SESSION** – None

**ANNOUNCEMENTS** – Next Commissioner meeting Tuesday, February 13, 2018, 10:30 a.m., at TBFD Station 60.

**ADJOURNMENT** - There being no further business, the meeting was adjourned at 11:04 a.m.

Respectfully Submitted,

Ryan Shaughnessy  
Fire Chief/Board Secretary