



Snohomish County Fire District 21

www.FireDistrict21.com
12131- 228th St. NE, Arlington, WA 98223
Fire Station: (360) 435-3311
Fax: (360) 403-7191

The Board of Commissioners monthly meeting was held at 6:30pm on Thursday, April 11, 2013, at the Arlington Heights Fire Station, 12131 228th Street NE Arlington, WA 98223.

Commissioner's in Attendance: Jim Strago Chairman, Dan Britton, and Eric Nordstrom

Additional Attendees Included: Chief Rick Isler, Assistant Chief Branden Bates, District Secretary & Finance Officer Wendy Britton, Drew Bono, Cody Kraski, and Steve Nemnich

Meeting Called to Order:

The meeting was called to order at 6:30pm by Commissioner Jim Strago Chairman.

Public Comment:

Inquiry regarding land acquisition. Commissioners provided update regarding discussions with land owners.

Consent Agenda Items:

- **Meeting Minutes** – Approval of March meeting minutes.
- **Consent Agenda** – Finance review and approval of Accounts Payable and Payroll.
- **Membership Business Meeting** – Next meeting will be held July 9, 2013.
- **Protecting District Assets – VFIS** – No report. Next meeting will be held April 23, 2013.

Old Business:

- **Highway Signs** – Sign installation is complete.
- **ESCI** – Discussion regarding progress and experience. Final report-out is tentatively scheduled for July 31, 2013.
- **Building Committee** – Discussion regarding pending land acquisition, storage and building maintenance. Decision made to research flooring options.
- **Public Meeting** – Public meeting within the South side of the District is pending.

New Business:

- **State Audit** – Discussion regarding audit report, recommendations, and exit conference.
- **Bank Card** – Decision made to appoint Eric as account guarantor. Wendy will draft resolution and complete underwriting request for Bank of America.
- **Jordan Road Bridge** – Discussion regarding pending bridge closure schedule and need for coverage modifications. Rick will provide update so that District can plan accordingly.
- **Tuition Payments** – Discussion regarding reimbursement for training sessions and/or course work. Decision made to discuss further.
- **Network Report** – Drew provided information pertaining to report & monitoring process.
- **Privacy Notice** – Discussion regarding inclusion of notice in email signatures. Wendy will consult with attorney regarding recommendations and provide update.

District Secretary Reports:

- **SnoPac** – Copies of proposed amendment to interlocal agreement distributed.
- **Direct Deposit** – Submitted County request for Commissioners and Chief to enroll in direct deposit for monthly payroll. Provided copy of enrolment form.
- **Mileage** – Distributed mileage logs for Commissioners.

Chief Reports:

- **Department Activities** - Rick provided general update.
- **Accidents or Injuries** – Injury card completed for member. No medical attention required.
- **Volunteer Firefighter Updates** – None
- **MRB** – No report
- **Safety** – No report

Executive Session:

- None

Cash TB Summary:

- **Cash on hand** – \$170,653
- **Investment account** – \$543,332

Approval of Monthly Payroll:

- **Monthly Payroll Submitted** - \$12,006

Approval of Current Monthly Bills:

- **Bills Submitted – \$21,871**

Warrant No.

1758292 - 1758317

Meeting Adjourned: 9:07 pm

The next monthly Commissioner Meeting is scheduled for Thursday, May 9, 2013 @ 6:30pm, at the Arlington Heights Fire Station, 12131 228th Street NE Arlington, WA 98223.

Recorder: Wendy Britton, District Secretary & Finance Officer

Board of Commissioners Mission Statement
Snohomish County Fire Protection District No. 21

“We aspire to serve our community with professionalism, honesty and integrity by building a firm foundation that provides safety and security for all”