



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, August 8, 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, and John Jacobson

Meeting Called to Order:

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

Public Comment:

Drew Bono presented examples of proposal for new logo for sweatshirts. Commissioners will review.

John Jacobson inquired about insurance rating bureau questionnaire. Rick reported speaking with Representative Robert Farrow and the mutual desire to complete an updated questionnaire. Discussions included the need to revisit rating bureau questionnaire upon completion of ESCI study. Further discussions pertaining to Availability of PUD water mains.

Consent Agenda Items:

- **Meeting Minutes** – Approval of July meeting minutes.
- **Consent Agenda** – Finance review and approval of Accounts Payable and Payroll.
- **Membership Business Meeting** – Next meeting will be held October 8, 2013.
- **Protecting District Assets – VFIS** – Discussion regarding quarterly meeting. Next meeting will be held August 27, 2013.

Old Business:

- **ESCI** – Pending receipt of updated Draft. Final report-out has been rescheduled for September 5, 2013 at 5:30 pm. The meeting will be held at Arlington High School in the Performing Arts Center.
- **Property Acquisition** – Pending additional response and ESCI results. Discussion regarding inability to acquire property at this time.
- **Building Committee** – Pending ESCI results.
- **Skagit County District No. 3** – Discussion regarding site visit and informational meeting pertaining to operations.

- **Policy Updates** – Decision made to include as item for Workshop agenda.
- **Bank Cards** – Decision made to close Bank of America account that is not yet properly established and proceed with opening account with Wells Fargo. Decision made to include Branden as authorized signer on District account held with First Heritage Bank. Wendy will make changes and proceed accordingly.

New Business:

- **Disciplinary Action** – Discussion regarding policy. Decision made to include as Workshop agenda item.
- **Health and Wellness** – Discussion regarding policy. Decision made to include as Workshop agenda item.

District Secretary Reports:

- **Assessed Value** – Distribution of Station 49 land and building values.
- **Assistant Chief Job Description Examples** - Examples will be distributed via email in the coming week in preparation for upcoming Workshop.

Chief Reports:

Rick provided updates regarding operations, Festival of the River, open house, Training Reimbursement Agreement, and Jordan Road closures.

- **Accidents or Injuries** – None.
- **Volunteer Firefighter Updates** – No report
- **MRB** – No report
- **Safety** – No report

Executive Session: 7:50 pm – 8:00 pm extension to 8:10 pm
Personnel Performance

Cash TB Summary:

- **Cash Account** – \$285,647
- **Investment account** – \$543,566

Approval of Monthly Payroll:

- **Monthly Payroll Submitted** - \$15,408

Approval of Current Monthly Bills:

- **Bills Submitted** – \$18,676

Warrant No.

1772577 – 1772596

Meeting Adjourned: 8:11 pm

The next monthly Commissioner Meeting is scheduled for Friday, September 6, 2013 @ 6:30pm, at Station 49; 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"