



## Snohomish County Fire District 21

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

The Board of Commissioners monthly meeting was held at 6:30 p.m. on Thursday, March 8, 2012, at the Arlington Heights Fire Station, 12131 228<sup>th</sup> Street NE Arlington, WA 98223.

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

**Additional attendees included:** District Secretary & Finance Officer Wendy Britton, Chief Rick Isler, Assistant Chief Branden Bates, Kristi Hoover, John Jacobson, Ken McDannald, Steve Nemnich, and Rob White

**Meeting Called to Order:**

The meeting was called to order at 6:34 p.m. by Commissioner Jim Strago Chairman.

**Public Comment:**

- None

**Consent Agenda Items:**

- **Meeting Minutes** – Approval of the meeting minutes from February 2012.
- **Consent Agenda** – Finance review and approval of Accounts Payable and Payroll. Discussion regarding repairs to E46.
- **Membership Business Meeting** – Decision made to attend Association Business Meeting on a quarterly basis. Next meeting is scheduled for April 10, 2012. Decision made to solicit input from Association regarding topics for discussion.
- **Protecting District Assets** – Discussion regarding proper use and care of equipment and building with emphasis on pride and ownership.

**Old Business:**

- **Table and Chairs** – Discussion regarding purchase options. Branden and Eric will proceed with purchasing new tables and chairs accordingly.
- **Reader Board & Highway Signs** – Review and approval of recommendations for reader board. Eric will proceed with coordinating purchase and installation. Eric provided map to review sign placement.
- **Surplus Equipment** – Decision made review during building walkthrough.

- **Storage Unit** – Decision made to review during building walkthrough.

#### **New Business:**

- **Membership questionnaires** – Commissioners received four responses. Discussion regarding response rate.
- **Management Objectives** – Executive session will be held to review with Rick.
- **Building Maintenance** – Commissioners will perform a walkthrough of premises on Saturday, 3/10/12 at 7 am. Discussion regarding need for member participation in cleaning premises. Desire for members to spend time cleaning when present for calls.
- **Budget Workshop** – Decision made to schedule session upon completion of Strategic Plan.
- **Full Time Employees** – Decision made to further postpone hiring full time employees due to lack of funding and need at this time.
- **New Station** - Discussion regarding evaluation of needs for coverage on South side of District. Rick informed Chief Stedman of research and obtained a report from the City of Arlington regarding annual EMS and Fire calls. Further discussion regarding desire to reserve a place holder for new station number with SNOPAC – Rick will research.

#### **District Secretary Reports:**

- **WFCA** – Commissioner Nordstrom will participate in March and June seminars.
- **County Signature Authorization Form** – Obtained Commissioner signatures.

#### **Chief Reports:**

- **Accidents or Injuries** – No accidents or injuries to report.
- **Volunteer Firefighter Updates** – Indian Ridge training, MCO training, and North Bend training to be held April 14, 2012.
- **MRB** – No report
- **Safety** – Minutes posted from recent meeting
- **Equipment** – Branden provided an update regarding purchases made as a result of recent Tribal Grant received. Rick is anticipating the return of E49 next week. TE49 is next in line for repairs. Annual tests are underway.

#### **Executive Session:**

- 8:15 pm – 9:10 pm  
Employee Performance

#### **Cash TB Summary:**

- **Cash on hand** – \$219,542
- **Investment account** – \$442,434

**Approval of Monthly Payroll:**

- **Monthly Payroll Submitted - \$10,075**

**Approval of Current Monthly Bills:**

- **Bills Submitted – \$41,193.41**

**Warrant No.**

1694498 - 1694518

**Meeting Adjourned:** 9:10 p.m.

The next monthly Commissioner Meeting is scheduled for Thursday, April 12, 2012 @ 6:30 PM, at the Arlington Heights Fire Station, 12131 228<sup>th</sup> 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”*