



## Snohomish County Fire District 21

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*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 1830 on Thursday October 8, 2015 at the Arlington Heights Fire Station, 12131 228<sup>th</sup> Street NE Arlington, WA 98223.

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

**Additional Attendees Included:** District Fire Chief Travis Hots, District Secretary Wendy Britton, Rick Isler, John Jacobson, and Don Tillman.

**Meeting Called to Order:**

The meeting was called to order at 1830 by Chairman Strago.

**Special Guests and Presentations:**

None

**Public Comment:**

John Jacobson – Expressed appreciation of efforts and support for entire District. Letter submitted to Commissioners.

**Consent Agenda Items:**

- **Agenda** – Approval of the Agenda.
- **Minutes** – Approval of previous meeting minutes.
- **Finance** – Approval of finance reports, accounts payable, and payroll.
- **Protecting District Assets** – VFIS Quarterly Meeting Schedule (11/3).

**Old Business:**

- **City of Arlington** – City expressed disagreement with settlement offer provided. Pending City consultants cost assessment for EMS services. Chief Hots and attorney Brian Snure conversing with the Department of Health regarding ambulance transport.

**New Business:**

- **Fixed asset/Inventory Policy** – Discussion regarding barcode scanning, data entry, and asset/inventory management. Decision made to approve and adopt policy.

**District Secretary Reports:**

- **Audit Engagement Letter** – Decision made to sign letter of engagement.

**Chief Reports:**

• **Updates Included:**

- 636 calls to-date
- East County Support Services – Monroe Fire shop seeking formal partnerships due to District 1 transitioning to City of Lynnwood for future services. Decision made to decline formal partnership at this time due to shop location/distance.
- Newsletter – Chief Hots provided overview of content and copies for Commissioners.
- Engineer Class – Complete.
- In-house recruit academy – Hazmat training underway.
- Puget Sound Clean Air – Providing District with electronic reader board for posting burn ban, illegal burn notices, etc.
- VFIS – Insurance audit successfully completed.
- A49 – Delivery on schedule for November.

**Executive Session:**

The chair announced an executive session Pursuant to RCW 42.30.110(1)(b) - Acquisition of Real Estate and RCW 42.30.140(4)(b) - Professional Negotiations for 45 minutes  
1815 – 1900

**Reconvene:**

1900

The chair announced an extension for executive session for 30 minutes.  
1900 - 1930

**Reconvene:**

1930

RCW 42.30.110(1)(b) - Acquisition of Real Estate – Board directed Chief to consult with attorney.

RCW 42.30.140(4)(b) Professional Negotiations - No action taken.

**Cash TB Summary:**

- **Cash Account** – \$190,906
- **Investment account** – \$830,412

**Approval of Monthly Payroll:**

- **Monthly Payroll Submitted** - \$13,935

**Approval of Current Monthly Bills:**

- **Bills Submitted** – \$70,152

**Warrant No.**

1878141 - 1878161

**Meeting Schedule:**

The next monthly Commissioner Meeting is scheduled for 1830 Thursday November 12, 2015, at Station 49; 12131 228<sup>th</sup> Street NE Arlington, WA 98223.

**Meeting Adjourned:** 1930

**Recorder:** Wendy Britton, District Secretary

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"*