

**SNOHOMISH COUNTY FIRE DISTRICT NO. 21**

Board of Fire Commissioners Regular Meeting

Monday, September 12, 2022 @6:30 p.m.

AHIC

**Call to Order:** Chairman Safford called the meeting to order at 6:34 p.m.

**Attendees:** Chairman Safford, Commissioners Nordstrom & Taft, Chief Schmidt, Finance Director Perez via Zoom, Administrative Assistant Linklater & Executive Assistant Tiner.

**Flag Salute:** Led by Commissioner Nordstrom

**Public Input:** None

**Union Input:** None

**Volunteer Input:** None

**Consent Agenda:**

- 1) Approval of minutes from August 15, 2022, Regular Meeting
- 2) Payroll: August = \$148,245.77
- 3) Financials: \$54,718.40

*Commissioner Nordstrom made a motion to approve the Consent Agenda items 1 through 3 as presented. Chairman Safford seconded; Motion carried by unanimous vote.*

**Financial Report:** Finance Director gave an update on the status of the District's finances:

- Will have 2023 draft budget to review at October Meeting.
- 2023 Budget to be finalized at the November Meeting.
- Due to the failure of the Fire Levy the District is being more strategic financially.

**Old Business:**

**Station 50 Update –**

- Property Owner has applied for road work permits.
- Chief gave update on property improvements. Discussion held.
- Will dispute if mitigation is charged again..

**New Business:**

**Resolution 2022-07 – Fire Chief Signature Stamp** – This Resolution will authorize staff to use a stamp of the fire chief signature for approved documents when he is unavailable.

*Commissioner Nordstrom made a motion to approve Resolution 2022-07 – Fire Chief Signature Stamp. Chairman Safford seconded; Motion carried by unanimous vote.*

**Levy Campaign Consultants Liz Loomis and Amanda Reykdal** - Chief presented a proposal from publicist for promotion of the next Fire Levy, discussion held, it was consensus of the Board not to move forward with Publicist. The Board agreed to assist the Fire Chief with the promotion of the next Fire Levy. Chief plans to run next Fire Levy in November 2023.

**2023 Budget** - Draft Budget will be presented at October Meeting. Chief requested for the Board to present him with anything they would like added or removed at October meeting.

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**Chief Performance Review -**

- Reminder Chief's Review is due in November. Fire Chief is asking for no salary increase for 2023.
- Chief offered to send out a 360 review to the Crews.
- Consensus of the board not to perform a formal review on the Fire Chief.
- Commissioner Nordstrom will make a list of expectations for the Fire Chief for 2023.

**Discuss 2023 Board Meeting Schedule -** Suggestion brought up to possibly change the day of week the Monthly Commissioners Meetings are held. Administrative Assistant Linklater to draft up a few different schedules for 2023 for review at the October Meeting.

**Sympathy Card for FF Jankowski -** Presented the Sympathy Card for FF Jankowski from MDA.

**Resolution 2022 - 08 -- Reimbursement Resolution** – The Resolution 2202-08 is so that the Fire Chief or the Board Chair can identify expenditures to potentially be reimbursed at a later date by a Bond. *Commissioner Nordstrom made a motion to approve Resolution 2022-08 – Reimbursement Resolution - Chairman Stafford seconded; Motion carried by unanimous vote.*

**Chief/Secretary Reports:**

- **Apparatus Report** –
  - Aid 49 is back from service. Received invoice from Fire District 15 to present to Braun NW for payment reimbursement of the Districts usage and mechanical issues of District 15 Ambulance.
  - Engine 49 has oil leak issue again. It is still under warranty.
- **Wildland Deployment** -
  - 2 Crews have been deployed to Oregon, one is returning, other return date unknown.
  - Fire District was contacted and requested for fire assistance, Chief offered a Jump Crew and Staff Vehicle, the call was cancelled.

**Commissioner Reports** - None

**Announcements:**

- Next Regular Commissioner meeting on Tuesday, October 11, 2022, at 6:30 p.m. at the AHIC

**Executive Session** – The Board recessed at 8:05pm and went into Executive Session at 8:10 p.m. to review a Publicly Bid Contract per RCW 42.30.110(d). It was expected to last until 8:20 p.m., the Board emerged from Executive Session with no action taken and returned to Regular Session.

**Adjournment:** There being no further business, the meeting adjourned at 8:20 p.m.

<b>Minutes Approved By:</b>	
	
Chairman Safford	Commissioner Taft
	
Commissioner Nordstrom	Fire Chief/Board Secretary Schmidt