

**NORTH WHIDBEY FIRE AND RESCUE BOARD OF COMMISSIONERS**  
**Administration Building, 770 NE Midway Blvd., #1, Oak Harbor, Washington**  
**MINUTES of the Regular Meeting on December 18, 2018 at 9:00**

**CALL TO ORDER**

- Chairman Koorn called the meeting to order at 0900. Also, in attendance were Commissioner Goen, Commissioner Lamont, Chief Kirko, Battalion Chief Swiger, Interim Secretary Damon, FF Turner, Lt. Brandhorst, FF Hernandez, Lt. Horton, FF Slothower, FF Browning, FF Mills

**PUBLIC COMMENT**

- None

**ADDITIONS TO AGENDA**

- Elect Chairman for 2019

**MINUTES**

- By mutual consent, the Board approved the minutes of the Regular Meeting Held on November 13, 2018.

**APPROVE EXPENDITURES**

- After review by the Board the following expenditures, which total \$166,703.10, a motion was made by Commissioner Lamont and seconded by Commissioner Goen to approve the expenditures and vouchers for payment. Motion carried unanimously.

**REVIEW INVESTMENTS**

- After review, the Board ratified investments 45-49 made by Investment Officer Mark Kirko or Alternate Investment Officer Amber Damon

**FINANCIAL REPORT**

- The Board reviewed Financial Report showing District total equity for cash activity during October 2018 and November 2018 which balance to the report from the Island County Treasurer.

**UNFINISHED BUSINESS**

- Buildings – Ground
  - Chief Kirko reported that LangCo NW have come out to ST25 to survey the bay floor. They will be providing a couple of quotes for different options on repairing/replacing the floor. 1) Replace the entire floor of the bay at ST25. 2) Replace just the bay floor that's sinking and add a drain system. We will need to obtain quotes from 3 different contractors.
- Personnel Leaving
  - Chief Kirko informed The Board that FF George Lawson has turned in his gear.
- Whidbey Health Contract
  - Chairman Koorn announced this will be discussed in Executive Session
- Training Officer Position / Deputy Chief Position
  - Chief Kirko added Fire Officer 2 to the list of qualifications.
  - It was decided that this will be discussed further next month.
- 2018 Budget Review
  - The Commissioners do not have any questions regarding the budget.

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- Board Secretary / Administrative Manager
  - The Commissioners have agreed they would like to schedule an interview with the latest applicant, the 27<sup>th</sup> or 28<sup>th</sup> would work best.
- Brad Parks – EF Recovery and charges
  - Chief Kirko informed The Board that he met with Mr. Parks and they agreed to send a letter to USAA explaining the charges and that the taxes do not cover motor vehicle accidents. We are still waiting for a response from USAA regarding the coverage of the claim.
- 3 Sisters / ST28 Sale
  - Chief Kirko informed the Board that we have not yet had a response from 3 Sisters. Chairman Koorn stated that he will get in contact with them.

**NEW BUSINESS**

- 5 Year Budget Projections
  - Chief Kirko is still working on this and hopes to have further information next month.
- 5 Year Equipment Replacement
  - Chief Kirko is still working on this and hopes to have further information next month.

**CHIEFS REPORT**

- Christmas Eve
  - Chief Kirko requested to close the office at 2:00
- New Year's Eve
  - Chief Kirko requested to close the office at 2:00
- Fire Truck Discussion
  - Chief Kirko found three used identical Pierce trucks and sent the photos to the Commissioners. A letter of interest was sent to the dealer. It is a very simple design, 750gal tank, no foam system. The refurb on the trucks would be about 40% of a new purchase price + the truck which is listed for \$300k. After discussion it's been decided to pull the letter of interest.
  - Chief doesn't want to lean towards used trucks because there are so many components that can go wrong.
  - Chief Swiger went and took photos of all our trucks and will get the information sent out for estimated worth, HMT, Pucks & Rescue.
  - NFPA Refurb trucks, everything gets inspected but only replaced if failed inspection.
  - Chairman Koorn would like to know if the rating bureau is 10 or 15 years on truck replacement. How does it affect the rating?
  - Commissioner Goen isn't as concerned with the rating but more concerned with what's hidden when buying used vs. new.
- Terry Hill – Pierce
  - Terry Hill with Hughes Fire Equipment came and spoke to the Board about truck replacement. He brought drawings of a top and side mount truck. Both trucks are very simple in design and can be customized to fit the departments needs, keeping the trucks exactly the same. These new Pierce trucks are \$454k + tax, this price includes the inspection trip. There are trucks at Skagit 4, Whatcom 1 and Skagit 2 for examples. There

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are no holds, and if none available they take approximately 9-10 months to build. There is a financial benefit to buying multiple trucks at once as well as financing available through Oshkosh Truck PNC with the first payment due 1 year after the lease is signed, 3, 5, 7-year leases with 1 payment per year. The interest will depend on the amount borrowed.

- **BC Retirement**
  - BC Zimmerman's last day is December 31st. the office will be having a potluck for him. His retirement dinner is January 18th, 2019.
  - Chief Koorn asked the Commissioners what amount they want to allocate towards a gift? Chairman Koorn believes there is an out dated policy stating the amount and to get it on the agenda to change at the next meeting. What does WAC say?
- **Special Meeting Planning**
  - The Commissioners are to send their availability for January and February, so we can get some special planning meetings scheduled.
- **Loomis**
  - Chief Kirko is still waiting for a estimated cost and what it includes.

**COMMISSIONER REPORT**

- Nothing new to report

**ELECT NEW 2019 CHAIR**

- Chairman Koorn made a motion to nominate Commissioner Lamont for 2019 Chairman, Goen seconded the motion. Motion carried unanimously.

**EXECUTIVE SESSION RCW 42.30.110G**

- At 1002 Chairman Koorn announced that the Board would go into executive session to discuss RCW 42.30.110I: To discuss with legal counsel representing the agency matters relating to agency enforcement actions, or to discuss with legal counsel representing the agency litigation or potential litigation to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency. The executive session will end at 1047.
- At 1047 Chairman extended Executive Session for another 45 minutes until 1130.
- At 1130, the regular session reconvened Chairman Koorn announced that there were no decisions made during the Executive Session.
- Chairman Koorn announced the Board and Chief Kirko will be responding to the WhidbeyHealth Contract.

**GOOD OF THE ORDER**

- None

**ADJOURN MEETING**

- There being no further business and by mutual consent, the regular meeting of the Board adjourned at 1131.

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Attest:

Amber Damon

Amber Damon, Interim Secretary to the Board