



# Central Whidbey Island Fire & Rescue

1164 Race Road  
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Professionalism • Integrity • Compassion • Excellence

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[www.cwfire.org](http://www.cwfire.org)

## Board of Fire Commissioners Meeting Minutes

June 14, 2018

### Call to Order

This meeting of the Central Whidbey Island Fire & Rescue (CWIFR) Board of Fire Commissioners was called to order by Chair Paul Messner at 17:00 hours.

**Input from the Public** – None.

### Commissioners and Staff Present

Board Chair Paul Messner, Commissioner Steve Hutchinson, Commissioner Cheryl Engle was available via “join me”, Chief Hartin, Deputy Chief Charlie Smith, Training Captain Jerry Helm, Firefighter/EMT Alex Majestic and Finance Officer/Board Secretary Kim Harpe

**Members of the Public Present** – Mr. Chris Geiger.

### Consensus Approval of the Agenda

Chair Paul Messner received consensus approval of the agenda.

### Approval/Correction of Previous Minutes

Commissioner Steve Hutchinson moved to approve and Commissioner Paul Messner seconded approval of the minutes for the meeting on May 10, 2018.

**Action:** Approved Unanimously.

Commissioner Steve Hutchinson moved to approve and Commissioner Paul Messner seconded approval of the minutes for the special meeting on May 22, 2018.

**Action:** Approved Unanimously.

### Approval of Vouchers

Commissioner Steve Hutchinson moved to approve and Commissioner Cheryl Engle seconded approval of the following vouchers:

M&O Vouchers & Payroll #3035 through #3082	\$ 84,145.05
Direct Deposit Payroll	\$ 69,229.96
Dept. of Retirement Systems (Debit)	\$ 18,783.67
IRS – Payroll Taxes (Debit)	\$ 12,875.76
Capital Voucher #9 & 10	\$ 14,903.94
Bond Capital Voucher #4	\$ 6,594.36
<b>Grand Total</b>	<b>\$206,532.74</b>

**Action:** Approved Unanimously.

### Chief's Report

Chief Ed Hartin reported on the following activity for the month of May 2018:

1. Administrative
2. Operations/B Shift
3. CRR/A Shift
4. Training/Retention.
5. Facilities/C Shift
6. Fleet Maintenance

### Finance Officer's Report

Office Manager Kim Harpe presented the Monthly Budget Position as of June 14, 2018 for the Maintenance & Operation and Capital funds.

### New Business.

1. Commissioner Steve Hutchinson made a motion and Commissioner Paul Messner seconded to approve Resolution 18-02 "Alternative Fuel Exemption"

**Action:** Approved Unanimously.

2. Commissioner Steve Hutchinson made a motion and Commissioner Paul Messner seconded to approve establishing training grant fund lines and budget. Chief Hartin shared, "Funding would come from the International Association of Fire Chiefs (IAFCs) Workforce Solutions SAFER Grant".

**Action:** Approved Unanimously.

### Old Business.

1. Commissioner Steve Hutchinson made a motion and Commissioner Paul Messner seconded to approve minor language correction to Motion #6 under New Business from May 10, 2018.

**Action:** Approved Unanimously.

2. Discussion of Station 53 Construction Project. Chief Hartin stated, "Originally, Carletti Architects had two conceptual building designs they were working on to provide the district with choices. After further review of their plans, and taking a number of things into consideration with the foundation being a big issue, they came up with a third option. Carletti Architects looked at renovation costs versus building a new station and building a new station came in at a cheaper cost plus provided additional square footage".

Chief Hartin shared, "That it was a different scenario then what was shared with the voters but with the same outcome". He shared, he felt confident that the district could relay to the voters why a new build makes better sense and would work on that message.

After some discussion, Chief Hartin shared, "He expected Carletti Architects would have their proposed design ready for the Facilities Review Committee to look at sometime in July".

### Good of the Order/Announcements

June 23-26, 2018	Search Planning, Snohomish County <b>(Chief Hartin )</b>
June 30, 2018 @ 5:00pm	CWIFR Annual Awards Recognition @ Nordic Lodge, Coupeville
August 10-18, 2018	IFIW @ Revinge, Sweden <b>(Chief Hartin)</b>
October 24-28, 2018	WFCA Annual Conference @ Yakima Convention Center, WA <b>(Commissioners Engle, Messner, Hutchinson)</b>

### Executive Session

At 17:37 Board Chair Paul Messner called for an Executive Session in accordance with the provisions of RCW 42.30.140(4)(a). Announcing the purpose was to provide guidance and direction to the Fire Chief for upcoming bargaining proceedings. Chair Messner announced the session would last 20 minutes.

At 18:03, Chair Messner called for an additional five minutes and Board Secretary Kim Harpe notified the public.

At 18:08, Chair Messner called for an additional five minutes and Board Secretary Kim Harpe notified the public.

At 18:13, Chair Messner reconvened the regular meeting and announced, "No decisions had been made".

### Next Regular Meeting

July 12, 2018  
Time: 5:00pm  
Location: Station 53

There being no further business, Chair Paul Messner adjourned the meeting at 18:16.

Submitted,



Kim Harpe, Secretary