



Central Whidbey Island Fire & Rescue

1164 Race Road
Coupeville, WA 98239

Professionalism • Integrity • Compassion • Excellence

(360) 678-3602

www.cwfire.org

Board of Fire Commissioners Meeting Agenda

December 9, 2021

5:00 PM

Consensus Approval of the Agenda

Input from the Public

Approval/Correction of Previous Minutes

November 11, 2021 Regular Meeting

Approval of Vouchers

M&O Vouchers Numbered #5432 through #5477	\$98,158.29
Direct Deposit Payroll	\$87,529.55
Department of Retirement Systems (Debit)	\$21,793.68
IRS-Payroll Taxes (Debit)	\$16,662.58
Capital Voucher #5480	\$4,049.50
Capital Bond Voucher #5478 & #5479	\$303.16
Grand Total	\$228,496.76

Chief's Report

1. COVID-19
2. Operational Activity
3. Administrative Activity
4. Operations/B Shift
5. Community Risk Reduction (CRR)/A Shift
6. Training
7. Facilities/C Shift
8. Fleet Maintenance

Finance Officer's Report

Budget Position

Old Business

New Business

1. Motion to approve or disapprove Purchase Order #50-2021-001 to Drybox for \$19,185.55
This purchase order is for three steel shipping containers that will be used to store equipment, supplies, and records currently stored at Station 53 during the construction of the new building. One of these containers will be placed behind Station 51 and the other two adjacent to Station 52.
2. Motion to approve or disapprove moving the capital project for replacement of the roof on the training tower (Line 594 22 63 07) from 2021 to 2022 and increasing the budgeted amount from \$6,000 to \$13,498.32 based on bids for this project.
Bids for this project exceeded the previously projected cost and work will not be able to be completed until January 2022.
3. Motion to approve or disapprove Purchase Order #50-2022-01 to Savage Roofing for \$13,498.32.
This purchase order is for replacing the roof covering and related repair to the roof of the training tower. Savage roofing was the lowest and most responsive bidder on this project.
4. Commissioner Steve Hutchinson completed an internal audit on October 28, 2021

Good of the Order/Announcements

March 2-4, 2022	Northwest Leadership Seminar, Red Lion Hotel on the River, Portland, OR (Commissioners Messner, Hutchinson & Engle)
June 3-5, 2022	WFCA Lake Chelan Seminar (Commissioners Messner, Hutchinson, Engle and Board Secretary Niiro)
October 26-29, 2022	WFCA Conference, The Davenport Grant Hotel, Spokane, WA (Commissioners Messner, Engle, Hutchinson and Board Secretary Niiro)

Next Regular Meeting

January 13, 2022
Time: 17:00
Location: Station 53