



# Central Whidbey Island Fire & Rescue

1164 Race Road  
Coupeville, WA 98239

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## Board of Fire Commissioners Meeting Minutes

*DRAFT*

**August 9, 2023**

**5:00 pm**

### Pledge of Allegiance

### Call to Order

This meeting of the Central Whidbey Island Fire & Rescue (CWIFR) Board of Fire Commissioners was called to order by Chair Cheryl Engle at 5:00 pm. The public was able to participate remotely through Facebook Live.

### Commissioners and Staff Present

Commissioners Cheryl Engle, Paul Messner, Interim Deputy Chief Jim Mirabile, Division Chief Chris Geiger and Finance Officer Cathy Niiro. Commissioner Hutchinson was participating remotely.

Guest: Susan Geiger

### Consensus Approval of the Agenda

Chair Cheryl Engle received consensus approval of the agenda.

### Input from the Public

None.

### Swearing of Division Chief Chris Geiger

Swearing in of Division Chief Chris Geiger was performed by Deputy Chief Jim Mirabile.

### Approval of Previous Minutes

Commissioner Hutchinson moved to approve and Commissioner Messner seconded approval of the minutes for the Regular Board Meeting on July 13, 2023.

**Action:** Approved Unanimously.

### Approval of Vouchers

M&O Vouchers #230801002-230802028	\$48,049.61
Dept. of Retirement Systems EFT	\$22,242.65
Payroll – Direct Deposit	\$91,741.40
EFTPS IRS – EFT	\$17,965.05
Capital Voucher #230804001-230804002	\$105,399.18
Bond Capital Voucher #230803001-23080203003	\$757,796.12
<b>Total</b>	<b>\$1,043,194.01</b>

Commissioner Messner moved to approve and Commissioner Hutchinson seconded approval of the vouchers.

**Action:** Approved Unanimously.

### Chief's Report

Deputy Chief Jim Mirabile shared with the Fire Commissioners the Chief's Report as of August 9, 2023.

### Finance Officer's Report

Finance Officer Cathy Niuro presented the board with the Budget Position as of August 9, 2023.

### ICOM Board Report

Commissioners Paul Messner reported information on the May meeting with the ICOM Board. The 2024 budget has not been approved yet. ICOM is looking at a 1/10 of 1% sales tax for a source of revenue.

### Old Business:

#### New Business

1. Motion to approve was made by Commissioner and seconded by Commissioner Hutchinson Resolution #23-06 the surplus of mechanic truck #9501 (S593)

**Action:** *Approved Unanimously*

2. Motion to approve was made by Commissioner Messner and seconded by Commissioner Hutchinson purchase order 22-2023-0001 to PSE for \$199,370.63 for the electric line extension to station 53.

**Action:** *Approved Unanimously*

3. Motion to approve was made by Commissioner Messner and seconded by Commissioner Hutchinson Resolution #23-07 Appointing the District's Auditing Officer

**Action:** *Approved Unanimously*

4. Motion to approve was made by Commissioner Messner and seconded by Commissioner Hutchinson to transfer \$25,000 from General Fund #640 to Capital Bond fund #644

**Action:** *Approved Unanimously*

### **Good of the Order/Announcements**

The Fire Commissioners thanked Deputy Chief Mirabile for his service to CWIFR for this past year.

August 13<sup>th</sup> at 3:00 pm at St. 51 will be BBQ to welcome aboard Division Chief Geiger and send off to Deputy chief Mirabile.

October 25-28, 2023

2023 WFCM Conference, The Tulalip Resort, WA  
**(Commissioners Engle, Hutchinson, Messner & Fire Chief Helm)**

### **Next Board Meeting**

September 14, 2023

Time: 5:00 pm

**Location: Station 54, 3253 Day Rd., Greenbank due to construction of Station 53 on Race Rd.**

There being no further business, Commissioner Engle adjourned the meeting at 5:45 pm.

Submitted,

*Cathy Niiro*

Cathy Niiro, Secretary