



**NORTH WHIDBEY FIRE AND RESCUE BOARD OF COMMISSIONERS**  
Administration Building, 770 NE Midway Blvd. #1 Oak Harbor,  
Washington Phone: 360-675-1131 Email: [Admin@nwfr.org](mailto:Admin@nwfr.org)

## **Board of Fire Commissioners Regular Meeting Minutes**

June 4, 2019

6:30 pm

### **CALL TO ORDER**

- Chairman Lamont called the meeting to order at 6:30pm. Also, in attendance were Commissioner Koorn, Commissioner Goen, BC Swiger, Lyle Zimmerman, LT Brandhorst, Amber Damon, Allison McClellan, Jodi Kirko, Mark Kirko, Teresa Jenkins, FF Mace, Capt. VanGiesen, FF Pelzer, Steve and Cristina Baker, Larry Morse, George Lawson, Cpt. Horton, FF Hoover, Frank Baker, FF Tripp, FF Mohlsick, FF Breaux, Robert Dorr, Dale Esperum, Secretary Monica Torgerson.

### **CHIEF'S POSITION**

- Chairman Lamont stated he thought that Joe Biller would be a good filler as the temporary Chief until the hiring process for Fire Chief is complete. Chairman Lamont made a motion to have Joe Biller step in as a temp Chief, Commissioner Koorn second it. Motion carried unanimously. Commissioner Goen will speak to Joe Biller and asked if he would like to step in as interim Fire Chief.

### **AUDITOR/ALTERNATIVE for Resolution 454**

- Chairman Lamont mentioned that he believed BC Swiger and Commissioner Koorn should be the Alternative Officers. Island County needs two signers to pay for expenditures every week. Signers would be Monica Torgerson Accounting Manager as Auditing Officer, Commissioner Koorn and BC Swiger as alternative signers in case of one signer is out of the office. Chairman Lamont made a motion, Commissioner Koorn Second it. Motion carried unanimously.

### **BATTALION CHIEF**

- **Brush Truck -Repairs**  
Commissioner Goen asked about B27 and what the status of the truck was. BC Swiger mentioned that it was going to be taken to Frontier Ford to have an oil test. It will cost \$125.00 each. He estimates for the repair can be between \$500-\$2500. He also mentioned that truck's pump needs to be repaired and the pressure is good.
- **Move Duty Crew to Station 25**  
Chairman Lamont asked about moving the Duty Crew to ST 25. BC Swiger stated that all weights are moved and LT Horton is moving a modular desk to ST25. BC Swiger also mentioned that the Carpet need to be replaced. Chairman Lamont asked in what condition is the carpet at ST 25. BS Swiger answer "it is bad and it is stained". He is having LT Horton research at least two more bids for the carpet replacement.
- **Assign hands on training and other tasks as needed**  
Chairman Lamont asked if he can receive a copy of the training schedule from BC Swiger. BC Swiger said he would print one out and give it to the Commissioners.



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- **Building Inspection**

Chairman Lamont also asked for a copy of the inspection schedule to be able to analyze. BC Swiger will gather that information and provide the Commissioners with that information.

- **Engine refurbishes**

Commissioners asked about where BC Swiger was with the Engine refurbishes. BC Swiger mentioned that there are some repairs that need to be made and that the CAFS of the trucks will be replaced with Foam Pro. The cost of engine refurbishes will be \$212,849 which includes \$37,000 in savings. Chairman Lamont ask if he could pursue other bids. He also asked "what level does the District have to maintain for ISO insurance ratings? BC Swiger stated it has to be level 2 NFPA 1912 Refurbish.

- **Maintenance Position**

Commissioner Goen stated he had reviewed the job description for the Maintenance position. The only thing he would suggest changing was in the Desired Qualification section to remove Diesel engine repair and change it to minor maintenance. Looking for someone that has diesel repair qualifications would be hard to afford with our budget. He would also suggest changing the required time section to be changed from 36 months to 18 months for EMT-basic. Both Chairman Lamont and Commissioner Koorn agreed with the changes. Commissioner Goen, wants to move forward and researching the salary and benefit cost for this position. BC Swiger mentioned he would look at the average EMT salary for this position. Secretary Monica Torgerson will research the benefits cost for this position as well. Chairman Lamont asked to have this topic added to the next regular meeting.

### ADJOURN MEETING

- There being no further business and by mutual consent, the Special Meeting of the Board adjourned at 6:42 pm.

Attest

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Board Secretary/Accounting Manager  
Monica Torgerson