NORTH WHIDBEY FIRE AND RESCUE BOARD OF COMMISSIONERS
Station 25, 2720 Heller Rd., Oak Harbor, WA
Phone: 360-675-1131 Email: Admin@nwfr.org

Meeting Minutes
October 13th, 2026
6:30 p.m.

Approved November 10th, 2026

Call to Order: Chairman Marvin Koorn called the meeting to order at 6:30 p.m. Also in attendance: Commissioner Gerald Smith, Commissioner Robert Miller, Fire Chief Chris Swiger, Deputy Chief Ray Merrill, Battalion Chief Dan Horton, Battalion Chief Ian Walton, and Secretary Krystle Camacho.

Additions to the Agenda
None

Public Comment
None

Correspondence
None

Personnel
Welcomed new Accounting/Office Manager/Board Secretary Krystle Camacho.

Consent Agenda: Meeting Minutes for Special Meeting, September 1st, Meeting Minutes for Regular Meeting, September 8th, 2026, Meeting Minutes for Special Meeting, September 22nd, 2026, Meeting Minutes for Special Meeting, September 29th, 2026, Expenditure Approval for the month of September 2026, and Treasurer's Report for August 2026.

Payroll Batch #0901P for EFT Transactions 1566-1580 dated 09/01/2026 in the amount of $42,591.63.
Payroll Batch #35E for EFT Transaction 1583 dated 09/01/2026 in the amount of $11,006.38.
General Batch #35G for Vouchers 260902001-260902016 dated 09/02/2026 in the amount of $32,737.49
General Batch #36G for Vouchers 260903001-260903021 dated 09/09/2026 in the amount of $34,523.34.
Payroll Batch #0915P for EFT Transactions 1621-1702 dated 09/15/2026 in the amount of $63,631.14.
Payroll Batch #37E for EFT Transactions 1707-1712 dated 09/15/2026 in the amount of $27,151.84.
Payroll Batch #37B for Vouchers 260905001-260905005 dated 09/16/2026 in the amount of $10,218.75.
General Batch #37G for Vouchers 260906001-260906022 dated 09/16/2026 in the amount of $47,018.98.
General Batch #38G for Vouchers 260907001-260907025 dated 09/23/2026 in the amount of $10,318.10.
General Batch #39G for Vouchers 260908001-260908015 dated 09/30/2026 in the amount of $16,247.62.

Commissioner Smith motioned to approve the consent agenda; motion seconded by Commissioner Miller.

Motion carried unanimously.

Unfinished Business:

Budget
a. Budget 2026

None

b. Budget 2027

Today is the first public hearing for the 2027 budget. The second public hearing will be on November 10th, 2026.

Chief Swiger stated the district will hopefully start 2027 with 3 million in reserve after identifying cuts needed to the budget after accepting the SAFER grant. The 2027 budget increased by 4.3% due to rising costs. Healthcare has increased by 18% and the addition of the Medical Expense Reimbursement Plan for the union has been added to the budget. The following items have increased as well: uniforms for SAFER grant, new firefighter physicals, admin per diem, contract services for Archbright, employee travel, and elections.

Public education decreased in lieu of increasing staffing needs. Overtime/duty crew full-time firefighter budget decreased from $70,000 down to $10,000, as well as part-time firefighter duty crew decreased. A budget line item needs to be added for SAFER firefighters.

Chairman Koorn asked what our income is minus our carryover.

Natasha Spydell stated that it is 2.8 million with expenses being 2.75 million. She noted that a PFML budget line item may need to be added to be paid by the employer.

Kohfield stated he has expanded his Recruit and Retention position and would like to discuss his post interim and the future of the position.

Chairman Koorn acknowledged his comment and said this is needed and deserved.

Closed public hearing on budget.

Station Maintenance List

Lt. Reinstra reported that rot was discovered on the posts at Station 27 during preparation for the painting project. Quotes to replace the posts were gathered from Salish and Bosch, with Bosch's quote coming in at a significantly lower cost.

Chief Swiger suggested evaluating both finish options before making a final decision by painting one post white and applying a natural finish to another post for comparison.

Kings-Men will be contracted to complete the painting work.

Commissioner Smith motioned to approve Bosch's quote to replace the posts on the exterior of Station 27; motion seconded by Commissioner Miller.

Motion carried unanimously.

Ault Field Property

Chairman Koorn requested that staff follow the same approach used for the SAFER grant and include a dedicated line item in the proposed 2027 budget for feasibility and consolidation efforts.

Chief Swiger asked whether the board wished to fund the proposed line item by reallocating funds from existing capital budget categories. Discussion followed regarding transferring approximately $150,000 from *594 22 60 002 - Capital Building/Structures* and $150,000 from *594 22 60 003 - Capital Building Projects* to establish a single budget line-item titled Feasibility & Consolidation.

Commissioner Smith suggested that resolutions be prepared to formalize the proposed budget changes and recommended consulting with Jim Nelson regarding the process and any associated requirements.

Levy Discussion
Chairman Koorn stated that additional information is needed before moving forward with levy related decisions. The board agreed that a special meeting should be scheduled to discuss the SAFER grant, including its financial impact.

WSRB
Chief Swiger dropped off paperwork in Coupeville. The district has until December but is still pushing. Secretary Krystle Camacho needs to check the Resolution regarding the district paying itself back.

Whidbey Health Contract
Chief Swiger reported that he emailed Chris Tumblin to identify potential dates for a meeting to discuss revisions to the contract. Chief Swiger noted that there is specific language he would like to see added to the agreement.
Chairman Koorn talked with Chris Tumblin about why the district is contracted lower than Central and noted that with the SAFER grant the district will be able to staff the ambulance 24/7.
By consensus, the board agreed if nothing has been resolved by the next meeting, notice will be given.
Chief Swiger also sent an email on ST22 to ST21.

Brush 22
Chairman Koorn asked if Lt. Reinstra has gathered quotes to repair or replace the engine vs. purchasing a new brush truck.
Lt. Reinstra presented quotes from DC Auto for $10,000 - $12,000 to repair and $28,000 to replace, while a company in Monroe quoted a replacement at $40,000.
Brush 22 is currently at DC Auto due to rolling white smoke.
Commissioner Smith asked what the results of the ambulance warranty work were.
Lt. Reinstra stated that he received an invoice and needs to send it to Chief Swiger.
Chief Swiger looked into purchasing a new brush truck. With a Chassis the cost would be $80,000.
Lt. Reinstra received one skid quote for $26,000 and is currently waiting for other quotes.
Commissioner Smith asked if using the old skid would be possible.
Lt. Reinstra stated it would just be a brush type 6 and Chief Swiger said it was a possibility.
Commissioner Smith noted that we missed an AFG grant opportunity last year to get a brush truck and suggested applying for a grant.
Chief Swiger was opposed to a DNR grant for a brush truck.
Lt. Reinstra stated that there would be no cost with a grant, but it could take one to two years to take ownership.
Chairman Koorn stated the district could always give it back and that it would be foolish not to look into the DNR grant.

By consensus, the board requested that Lt. Reinstra research DNR grants for a brush truck.

Schedule Special Meeting
A special meeting was tentatively scheduled for 9:00 a.m. on October 28th, 2026, at the district office.

New Business:

Resolution 577 – Appointing Secretary of the District and Accounting Manager

Krystle Camacho was sworn in by Chairman Koorn and took the Oath of Office as District Accounting Manager and Board Secretary.

Commissioner Smith motioned to approve Resolution 577; motion seconded by Commissioner Miller.

Motion carried unanimously.

Resolution 578 – Appointing Investment Officer and Alternative Investment Officer

Commissioner Smith motioned to approve Resolution 578; motion seconded by Commissioner Miller.

Motion carried unanimously.

Resolution 579 – Appointing Claims Receiving Agent and Alternative Claims Receiving Agent

Commissioner Smith motioned to approve Resolution 579; motion seconded by Commissioner Miller.

Motion carried unanimously.

Resolution 580 – Heritage Bank Visa Credit Card Authorized Administrators

Commissioner Miller motioned to approve Resolution 580; motion seconded by Commissioner Smith.

Motion carried unanimously.

Resolution 581 – Appoint Auditing Officer and Alternative Auditing Officer

Chairman Koorn motioned to approve Resolution 581; motion seconded by Commissioner Smith.

Motion carried unanimously.

Resolution 582 – Multiple Signers at Heritage Bank

Commissioner Smith motioned to approve Resolution 582; motion seconded by Chairman Koorn.

Motion carried unanimously.

Firewall Replacement Admin & Station 25

Firewall replacement was suggested by Whidbey Tech for the admin building and Station 25.

Commissioner Miller stated that the replacement should be completed now rather than delayed, noting that postponing the project could increase the risk of data being compromised or security vulnerabilities developing.

Chief Merrill agreed that it would be money well spent.

Commissioner Miller motioned to approve the firewall replacement for the admin building and Station 25; motion seconded by Chairman Koorn.

Motion carried unanimously.

SAFER Grant/Future Planning

SAFER grant planning will be discussed at the Special Meeting on October 28th at 9:00 a.m.

Chief Swiger is working on a SAFER hiring/testing schedule.

Performance Reviews

Chairman Koorn stated it is a reminder to get these done.

Fire Chief Report
Chief Swiger thanked the staff for all their contributions to the SAFER grant.

Deputy Chief Report
None

Battalion Chief of Operations/Support Report
Chief Walton reviewed the manning and incident reports for September.

Battalion Chief of Training and Safety Report
None

Recruitment & Retention Coordinator
None

At 7:22 p.m. Chairman Koorn called the meeting into closed session until 7:30 p.m.

a. **RCW 42.30.140(4)(b)**
That portion of a meeting during which the governing body is planning or adopting the strategy or position to be taken by the governing body during the course of any collective bargaining, professional negotiations, or grievance or mediation proceedings, or reviewing the proposals made in the negotiations or proceedings while in progress.

At 7:30 p.m. Chairman Koorn called the meeting out of closed session.
At 7:30 p.m. Chairman Koorn called the meeting into executive session until 7:40 p.m.

a. **RCW 42.30.110(g)**
To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee.

At 7:40 p.m. Chairman Koorn called the meeting out of executive session into regular session.
No decisions were made.

Good of the Order
Chief Horton has received 12 full-time firefighter applications and one part-time firefighter application.
Chairman Koorn asked if there is a timeline for testing.
Chief Horton scheduled November 17th – 20th, 2026 as testing days and the hiring notice went out on Monday, October 12th, 2026. Ten or more applicants will be selected for a written test, EMT skills, and Fire Chief interviews.
A Special Meeting will need to be held in late November or early December regarding the results.
The board would like to review the offers and score sheets before the offers are sent out.
The district will not receive SAFER funding until 180 days from the grant being accepted. The full-time

firefighters have a tentative start date of January 1st – 15th, 2027, starting the performance period. Chairman Koorn would like to see a holding account line item on the 2027 proposed budget showing SAFER income/expenses and to increase the budget for the first six months.

Chairman Koorn gave us an update on the ICOM meeting. They have had a 15% reduction in fees. Sales tax of over 3 million dollars is being used to replace a $300,000 box. They are not hiring any additional dispatchers at this time because they cannot keep a full staff now. They currently have one 24/7 supervisor on the floor and have added two more supervisor positions.

Adjourn Meeting

Commissioner Smith motioned to adjourn the meeting; motion seconded by Commissioner Miller.

Motion carried unanimously.

The Regular Meeting of the Board adjourned at 7:56 p.m.

Attest:

Krystle Camacho

Krystle Camacho
Board Secretary/Accounting Manager