

SKAGIT COUNTY FIRE DISTRICT 17
(Minutes pending approval)

October 15, 2013

The **Regular Fire Commissioners** meeting was called to order at 7:00 PM by Commissioner Chip Bogosian, Chairman.

Present: Commissioners Bogosian, Murphy and Bear, Chief Stamper, Assistant Chief G. Francis, Captain Pyke, Public Information Officer L. Francis, Medical Officer White, Mechanic Snell and Secretary Meekins.
Guests: Edith Walden.

The minutes of September 10, 2013 were approved written.

Treasurer's Report: Operating Fund balance \$29,084.38. Investment Fund balance \$76,206.32. Total bills \$5,328.68. Salaries \$1,758.00. Grand total \$7,086.68 in expenses.

Open: None

Chief's Report: See attached. Gerry Francis is now certified to teach EVIP.

Old Business: Recruitment and retention of Fire Department personnel was discussed. Names of perspective new recruits were offered. Though, none of the candidates are available at this time.

New Business: Skagit County Auditor's Office requires that the 2014 Budget/Levy Request be submitted no later than November 30, 2013. RCW 84.55.120 requires that a public meeting be held on revenue sources for the next year's budget prior to requesting a tax levy. Therefore, this public meeting is scheduled at **7:30 PM, November 12, 2013 in the Fire Hall.**

Secretary Meekins requested that all payroll and expenses be submitted for payment no later than the Friday morning preceding the regular Commissioner's meeting. The request was also made that all mail delivered to the Fire Department mailbox and all receipts for purchases be scanned and [emailed](#) to her without delay.

Olivia Snell was named *Social Media Administrator* in compliance with the Department's Social Media Policy.

Chief Stamper will be giving some of his administrative duties over to Assistant Chief Francis. Along with the transfer of duties, Chief Stamper's salary will be reduced by \$200 and Assistant Chief Francis's salary will be increased by \$200.

The renewal of Dues for the Washington Fire Commissioners Association for 2014 was discussed. The 2014 Dues are \$1,200. The decision will need further input.

The Auditor's Office has presented the cost for providing accounting services in 2014 of \$4,117.56. There was some discussion as to whether or not this service was cost effective. The decision will need further input.

The commissioners reviewed the invoices from September 10, 2013 to October 4, 2013 and approved the invoices in the amount of \$5,328.68 and payroll of \$1,758.00 for a Grand total of \$7,086.68.

The meeting adjourned at 7:45 PM. The next regular meeting will be November 12, 2013, at 7 PM in the Fire Hall. The meeting will adjourn at 7:30PM for the Public Budget Meeting and reconvene following the Public Meeting.

Submitted by

Jodi Meekins, Secretary

Commissioner Chip Bogosian, Chairman