



**BOARD OF FIRE COMMISSIONERS MEETING MINUTES  
SNOHOMISH REGIONAL FIRE & RESCUE**

SRFR Station 31 Training Room/ Via Blue Jeans  
163 Village Court, Monroe, WA 98272  
October 13, 2022 1730 hours

**CALL TO ORDER:** Chairman Elmore called to order the meeting at 1730 hours. In attendance were Commissioner Edwards, Commissioner Gagnon and Commissioner Steinruck. In attendance via video Commissioner Schaub and Commissioner Waugh. Commissioner Fay was absent with notice.

**PUBLIC COMMENT:** Public comment was given by an Echo Lake community member regarding the sale of 58 acres owned by SRFR.

**UNION COMMENT:** NA

**CHIEF'S REPORT:**

Highlights include recognition of Deputy Chief Clinton and Driver Operator Chichester's upcoming retirements. DC Clinton is retiring October 31, after 35 years in the fire service. After 21 years DO Chichester's last shift will be October 26. Congratulations and thank you both for your service. SRFR Senior Staff and Snohomish Fire District 4 have initiated monthly meetings to improve and expand partnerships.

**COMMISSIONER REPORTS:**

*Capital Facilities:* Highlights included Station 83 flood survey results; Station 71 asphalt repaving and replacement generator; preliminary 2023 Capital Facilities projects and priorities. Reported by Commissioner Steinruck.

*Finance Committee:* Chairman Elmore gave highlights from the meeting including 2023 draft budget detailed review, Mill Creek Contract, and 2022 Quarter 3 Budget Amendment.

**CONSENT AGENDA**

**Approve Vouchers**

*Benefit Vouchers: 22-03502 to 22-03510; (\$676,072.55)*

*Benefit Vouchers: 22-03515 to 22-03535; (\$670,458.96)*

*AP Vouchers: 22-03536 to 22-03597; (\$262,975.98)*

**Approval of Payroll**

*September 30, 2022 (\$1,286,477.01)*

**Approval of Minutes**

*Approve Regular Board Meeting Minutes - September 22, 2022*



**Motion to approve the Consent Agenda as submitted.**

Motion by Commissioner Gagnon and 2<sup>nd</sup> by Commissioner Schaub.

**On Vote, Motion carried 6/0.**

**OLD BUSINESS**

**Discussion**

*Tentative Changes to Committee Meetings:*

- *Board of Commissioner's Meeting: October 27 to October 20; November 24 to November 21*
- *Finance Committee: October 27 to October 20; November 24 to November 21.*
- *Capital Facilities: October 27 to October 18; November 22 to November 15*

*Generator for Station 71:* Deputy Chief Rasmussen explained the decision on a diesel generator for Station 71. He overviewed the bid process and purchasing plan.

**Action**

*Deployment Model*

**Motion to approve the Deployment Model as submitted.**

Motion by Commissioner Elmore and 2<sup>nd</sup> by Commissioner Edwards.

**On Vote, Motion carried 6/0.**

*Service Awards Policy*

**Motion to approve Policy 1108 Commendations and Service Awards as submitted.**

Motion by Commissioner Edwards and 2<sup>nd</sup> by Commissioner Steinruck.

**On Vote, Motion carried 6/0.**

*71 Asphalt Resurface*

**Motion to approve Station 71 asphalt resurfacing project contract with NYS Enterprises as submitted.**

Motion by Commissioner Edwards and 2<sup>nd</sup> by Commissioner. Steinruck

**On Vote, Motion carried 6/0.**

**NEW BUSINESS**

**Discussion**

*Budget Amendment Quarter 3:* Chief Financial Officer Tabor explained Quarter 3 amendments. This included new hires and other staffing changes along with an increase in legal services and suppression overtime.

**Action**

**GOOD OF THE ORDER:**



**ATTENDANCE CHECK:** Board Members noted availability for the Regular Commissioner Meeting October 20, 2022, at 1730-Station 31 Training Room/Blue Jeans.

**EXECUTIVE SESSION:** At 1755 hours Chairman Elmore called for (15) minutes of executive session to discuss RCW 42.30.110(1)(g): To review the performance of a public employee and RCW 42.30.110(1)(i): To discuss potential pending litigation with legal with action to follow.

Chairman Elmore reconvened the open public meeting at 1810 hours with the following action:

**Motion to authorize legal counsel to respond to the City of Mill Creek's attorney rejecting mediation over the City's dispute regarding our decision to retain ownership of Engine 76.**  
Motion by Commissioner Elmore and 2<sup>nd</sup> by Commissioner Gagnon.  
**On Vote, Motion carried 6/0.**

**ADJOURNMENT:** Chairman Elmore adjourned the meeting at 1810 hours.

Snohomish Regional Fire & Rescue

  
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Commissioner Rick Edwards

  
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Chairman Troy Elmore

  
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Vice Chairman Randy Fay

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6A74BCD50C7F475... Commissioner Paul Gagnon

DocuSigned by:  
  
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D477F96BBFF7496... Commissioner Jeff Schaub



A handwritten signature in blue ink, appearing to read "Jim Steinruck", is written over a horizontal line.

Commissioner Jim Steinruck

A handwritten signature in black ink, appearing to read "Roy Waugh", is written over a horizontal line.

Commissioner Roy Waugh