

**MINUTES**  
**SAN JUAN COUNTY FIRE DISTRICT #4**  
**BOARD OF COMMISSIONERS**  
**Regular Meeting**  
**February 16, 2021**

Chair Phil Paige called the Regular meeting of the Board of Fire Commissioners for SJCFD #4 to order at 4:00 P.M. The remote meeting was held by video through ZOOM conferencing.

Those present were Commissioners Phil Paige, Rebecca Smith and Duane Bordvick, Chief Adam Bigby, FF/P Nicole O'Bryant, Steve Greenstein, Hospital District representative, and staff Susan Sanchez.

There being no additional agenda items, the **Agenda** was **approved** as presented.

**PROCEDURAL ITEMS**

There was no **Public Input**.

There was no **Correspondence**.

Chair Paige asked for a **motion** to approve the January 19, 2021, Regular Meeting Minutes. Commissioner Smith made a **motion** to approve the regular meeting minutes as submitted. Commissioner Bordvick seconded the motion, all approved, motion carried.

Commissioner Bordvick made a **motion** to approve the January 2021 **vouchers for** \$15,342.72, and the January/February 2021 **staff payroll** for \$38,670.15. Commissioner Smith seconded the motion, all approved, motion carried.

**REPORTS**

The Chief's Report, Fire Suppression, EMS, Revenue/Expense Reports were reviewed. Some of the highlights were:

- The call volume for January was 36 calls total: 6 fire calls and 30 EMS calls.
- COVID-19: There have been 7022 tested in the County with 123 positive cases and 13 of those on Lopez Island as of 2-16-21.
- The National Guard came to Lopez Island on Monday February 15<sup>th</sup> and will be back on March 15<sup>th</sup>. The Fire department logistic volunteers help set up, direct traffic and parking at the Community Center for the COVID vaccinations for approximately 380 of the Lopez community.
- All in-person CPR classes are cancelled until 8/31/21. An on line course is still available.

1. The radio system work is ongoing. The Scope of Work has been approved, and equipment is being purchased. Licensing is on track to be approved by April 15<sup>th</sup> and frequency testing should happen in late May or early June.
  - Aid 41 is back from Braun for body work and the ambulance we were using from Orcas was returned.
  - Engine 41 is still on the mainland for pump replacement and will be discussed under New Business. Engine 44 is scheduled for the same repairs. The County backup engine is in reserves.
  - Our 1966 Engine 43 has multiple oil leaks and we are keeping an eye on its condition as parts are getting harder to find.
  - The department's first Safety Committee meeting was February 9<sup>th</sup>. Those in attendance were Amy Studzienko (Chair), Michelle McDarmont, Monte Midkiff, Rob Nou, and Paul White (Station Safety Officer). The diesel exhaust problem at station 41 will be one of the first items reviewed. Their next meeting is April 13, 2021.

### **UNFINISHED BUSINESS**

LEVY REPORT – Chair Paige recommends making a final decision at the March meeting regarding what will be put on the ballot. All three Commissioners were in favor of an EMS levy for ten years. The Chief had provided a spreadsheet with a ten year income and expense projection. Chief Bigby will have a resolution for the Commissioner's approval for the March 16th meeting.

BOARD OF COMMISSIONER'S SECRETARY POSITION REVIEW – Chair Paige suggested a special meeting in Executive Session for the interviews. The consensus was that there were two strong candidates. The Commissioner's schedule allowed for a Special Executive Session meeting on Monday, February 22<sup>nd</sup> at 3:00 PM.

### **NEW BUSINESS**

ENGINE 41 PUMP REPAIR – The Chief informed the Board that replacing the pump with new has a 60 day lead time and rebuild existing pump transmission was \$15,750 with a one year warranty. Engine 44 will need the same repairs. He suggested using the Reserve Funds for payment. Chair Paige suggested the unused funds from the bond. The Chief said that they was still \$180,000 available until June 30, 2021 in those funds. After more discussion the Chief asked the Commissioner's permission to order the second pump. Commissioner Bordvick made a motion to approve the funds for the two pumps from the Reserve Funds for \$35,000. Commissioner Smith seconded, all approved, motion carried.

PHYSIO CONTROL AGREEMENT – (Now called Stryker) The Chief informed the Board that we currently do not have a maintenance agreement for our three LIFEPAK 15 AEDs. We just had them serviced for a cost of \$7,286.40. A 2021 contract would cost

\$13,000 which would include the service that was just completed. Commissioner Bordvick asked about alternatives. The Chief said no. Commissioner Smith said that the AED was the most important piece of equipment we have. Commissioner Smith made a motion to enter into the service agreement with Stryker. Commissioner Bordvick seconded the motion, all approved, motion carried.

COST RECOVERY BILLING – Chief Bigby said he did not need action today regarding the System Design cost recovery billing for hazmat on auto accidents. There would be no out of pocket expense for islanders because the insurance companies would be billed. The Commissioners agreed that they were not a big fan for this, but they would revisit it if the levy fails.

There were no **BOARD MEMBER ITEMS**

There would be a 6:00 PM Zoom meeting tonight for the fire department members to present Jim and Sherry Ghiglione with a thank you gift and express their appreciation for Jim's service to the department.

Commissioner Smith asked Steve Greenstein from the Hospital District if he had anything he would like to report. He said there was nothing. Commissioner Bordvick suggested adding a regular agenda item called Partner Agency Report.

Regular meeting adjourned at 5:15 PM.

  
Chair Phil Paige

  
Secretary Susan Sanchez