

**SOUTH WHIDBEY  
FIRE/EMS  
REGULAR MEETING  
5579 Bayview Road, Langley,  
Washington  
February 11th, 2021 – 5:30 PM**

<https://global.gotomeeting.com/join/14636511>

**Minutes**

**Attendance via GoTo Meeting:** Chairman Metz, Vice Chairman Noblet, Commissioner Mestemacher, Chief Palmer.

**In Audience:** Deputy Chief Jon Beck, Lt. Leah Kalahiki, FF/EMT Chris Turner, FF/EMT Robbie Husom, Holly Slothower.

- I. **Call to Order.** Chairman Metz called the meeting to order at 5:30p.m.
- II. **Approval of Agenda.** Commissioner Noblet made a motion to approve the agenda as presented; Commissioner Metz seconded.
- III. **Public Input.** None.
- IV. **Consent Agenda** - All matters listed within the Consent Agenda have been distributed to each member of South Whidbey Fire/EMS's Board of Commissioners for reading and study. They are considered to be routine, and will be enacted by one motion of the Commissioners with no separate discussion. If separate discussion is desired, that item may be removed from the Consent Agenda and placed on the Regular Agenda by request.
  - a. Approval of Minutes
    - i. Regular Meeting on February 11<sup>th</sup>, 2021
  - b. Finance Officer's Reports –
  - c. Monthly Vouchers— \$315,932.50

Commissioner Mestemacher made a motion to approve the Consent Agenda; Commissioner Noblet seconded.

- V. **Unfinished Business** –
  - a. **Vaccine Clinic discussion.** Chief Palmer stated that our District members have been participating in the clinics run by the County and hospital at Trinity Lutheran Church, and has a meeting with Island County Public Health and Chief Hartin regarding organizing another clinic. Chief Palmer is unsure at this time who it may be in partnership with, but he is hoping that we will be able to give out the Johnson & Johnson one-shot vaccine to cover more citizens of the community.

Chief Palmer also stated that the County estimates that there are approximately 500 “shut in” residents, and the County has asked the three fire Districts on the island to vaccinate these residents. These residents are defined as those who physically cannot leave their homes due to medical and/or physical impairments.

Commissioner Noblet stated that both he and his wife received both vaccinations from the clinic at the Trinity Lutheran Church and they were very impressed with the effectiveness of the clinic.

## VI. New Business –

- a. **Discussion of future of the District’s first engine.** Chief Palmer asked the Board if they would like to continue storing the 1952 small fire engine, sell it, or possibly donate it, stating that past Boards have been hesitant to get rid of it because it was the District’s first engine. Commissioner Noblet stated that he would prefer that the District make an effort to sell it as opposed to donating it, to be financially prudent with a District asset. After some discussion, the Board stated unanimously that they do not feel the need to keep it, and would be open to suggestions from Chief Palmer as to what to do with it.
- b. **Resolution 2021-04 Closing 2020 Budget.** Finance Officer Sarah Pedersen stated that this resolution is an annual requirement to record ending fund balances for the previous year, which match the District’s ending fund balances recorded with the Island County Treasurer’s Office. Commissioner Noblet made a motion to approve Resolution 2021-04 as presented; Commissioner Mestemacher seconded. Motion passed unanimously.
- c. **Resolution 2021-05 Finalizing 2021 Budget.** Chief Palmer stated that this resolution is the same as the previous closing budget resolution - this one recording the beginning balances for the current year. Commissioner Mestemacher made a motion to approve Resolution 2021-05 as presented; Commissioner Noblet seconded. Motion passed unanimously.
- d. **Resolution 2021-07 Transfer of Funds.** Chief Palmer stated that this resolution was to move funds around to accommodate current spending requirements for the sound equipment at Station 36. Commissioner Mestemacher made a motion to approve Resolution 2021-07 Transfer of Funds as presented; Commissioner Noblet seconded. Motion passed unanimously.
- e. **Resolution 2021-08 Warrant Cancellation.** Commissioner Noblet made a motion to approve Resolution 2021-08 for warrant cancellations as listed on the resolution; Commissioner Mestemacher seconded. Motion passed unanimously.
- f. **Resolution 2021-09 Transfer of Funds to General Fund.** Chief Palmer is requesting that the Board approve the un-invested portion of the District’s Capital fund be temporarily transferred into the General Fund as a “stop gap” measure, to be returned when the District gets our first property tax disbursement in May. Commissioner Noblet made a motion to approve Resolution 2021-09 as presented; Commissioner Mestemacher seconded. Motion passed unanimously.

## VII. Announcements:

- a. Commissioner Mestemacher stated that he will not be re-running for his current Commissioner seat, which expires at the end of this year. For anyone interested, the deadline to add their name to the ballot with the Election’s office is the first week of May.

## VIII. Comments from Commissioners:

- a. The Board and Chief Palmer had some discussion regarding a workgroup for hiring a new Chief, and possibly putting together a committee. Commissioner Noblet stated that he feels that one or all of the Board members should be on the committee. There was also discussion regarding the timeline for hiring an outside agency to be the District’s “head hunters” for the new Chief.

IX. **Executive Session:** None.

X. **Action taken as result of Executive Session:** None.

XI. **Conclude.** Chairman Mestemacher concluded the meeting at 6:16 p.m.

Sarah Pedersen,  
District Secretary