

# SKAGIT COUNTY FIRE PROTECTION DISTRICT No. 8

Regular Meeting of the Board of Commissioners

Meeting of May 11<sup>th</sup>, 2023

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Present:

Commissioner Jim Kennedy  
Commissioner Lance Ford  
Commissioner Jon LaCount

Secretary Stephanie Robbins  
Chief Josh Carpenter

Regular meeting called to order by Commissioner Kennedy at 7:04pm, followed by the flag salute.

Correspondence- Email from Skagit County Auditors regarding ballot box.

Consent Agenda: Commissioner Kennedy motioned to approve the following consent agenda items, minutes from the April meeting, County report, financial report and bank statements; seconded by Commissioner LaCount, motion carried.

Commissioner Kennedy motioned to approve accounts payable in the amount of \$17,908.21 monthly payroll/payroll costs in the amount of \$17,090.20; seconded by Commissioner Ford, motion carried.

## **OLD BUSINESS**

***Policy Review-*** The board reviewed the following policies:

Policy 300- Incident Management

Policy 301- Emergency Response

Policy 302- Fire Ground Accountability

Commissioner LaCount motioned to approve all policies as written; seconded by Commissioner Kennedy, motion carried.

## **NEW BUSINESS**

***Punkin Center LLC-*** Commissioner LaCount raised concerns about the safety of fire apparatus at the Punkin Center station getting out on the highway and responding to incidents at the site during shift change at the Janicki building. After some discussion it was decided Chief Carpenter will investigate this further.

***Duty Pay-*** Commissioner LaCount raised concerns regarding the duty roster being short handed and the Chief covering shifts. Some discussion, the commissioners due not want to see the Chief covering shifts long term and get burnt out. Chief Carpenter stated he is working on a plan for future coverage of the duty shifts.

***IT Services & Web site-*** Drew with Woodland networks that currently provides IT services for the district has closed his business. Drew suggested one of his previous employees is providing IT services if the district would like to use him. Chief Carpenter has a lead on another IT service and will investigate further. Some Discussion about a web site for the district. No decision was made.

**Ballot Box**- The Skagit County Auditors office is required by law to place a ballot box in the Lyman/Hamilton area and would like to place it at the Punkin Center station. Commissioner LaCount motioned to allow placement of the ballot box as long as the county works with the Chief on placement and removal if it becomes a problem for the District, seconded by Commissioner Ford, motion carried.

Chiefs Report- Was previously emailed to the board and is filed with the minutes.

**MEETING ADJOURNMENT:** There being no further business, the meeting was adjourned at 8:37pm.

**APPROVED, ADOPTED, AND PASSED on this 8<sup>th</sup> day of June 2023.**