

**NORTH KITSAP FIRE & RESCUE
BOARD OF FIRE COMMISSIONERS**

Date: 10/23/2023

Time: 7:00 p.m.

Place: Virtual Meeting using Teams

Meeting called to order by Chair Gregory at 7:00 p.m.		
Present: Commissioner Gregory, Commissioner Huntington, Commissioner Stewart, Commissioner Neupert, Commissioner Pearson, Chief LaGrandeur, AC Buchanan, AC Abrigo, DA Luther, DAS Patti, PIO/CSS Laboda, BC Murray, Vol. Hansen, and Vol. Curley.		
<u>Topic</u>	<u>Action</u>	<u>Assigned/ Deadline</u>
<u>Meeting Agenda:</u> The Board reviewed the meeting agenda. The agenda was approved as presented. Approved	*MSC	
<u>Meeting Minutes:</u> A review of the meeting minutes from the October 9 th , 2023, Board Meeting was conducted. The minutes were approved as presented. Approved	*MSC	
<u>Blanket Voucher Approval (BVA):</u> The following batches were presented for approval: BVA Batch #10.2 for \$304,536.17, BVA Batch #10.3 for \$82,736.76, BVA Batch #10.4 for \$783.81, BVA Batch #10.5 for \$100.00, and BVA Batch #10.6 for \$859,272.44. Commissioner Stewart provided an overview of all the expenses. Approved	*MSC	
<u>Payroll:</u> DAS Patti presented the special payroll for the volunteer quarterly pay of \$4,564.17. Approved.	*MSC	
<u>Public Comment:</u> Chair Gregory called for public participation. There was none.		
<u>Resolutions:</u>		
<ul style="list-style-type: none"> • 2023-17 – Ambulance Transport Fees • 2023-18 – Sale of 2002 Lifetimer Boat Serial No. ZII15735A202 to EJFR 	*MSC	
<u>Old Business:</u>		
2022 Audit Update: DAS Patti informed the board that the audit is still in progress. Commissioner Neupert, Commissioner Pearson, and Chief LaGrandeur attended the entrance conference with our auditor, which went well. Areas of interest for our audit are payroll, procurement, accounts payable, open public meeting compliance, and the financial conditions of the district.	*MSC	

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<p>2024 Budget Update: Chief LaGrandeur informed the board that we have wrapped up the budget preparations for the 2024 budget. He has a meeting with the finance committee tomorrow to review the details of the proposed budget for both the revenue and expenses. He is anticipating that we will be ready to present to the board at the first meeting in November. Chief LaGrandeur stated that we are currently waiting for approval of the proposed union contracts which we should have before our next meeting. Commissioner Neupert and Commissioner Huntington expressed their appreciation for getting the budget done earlier this year.</p>		
<p><u>New Business:</u> Risk Management Interlocal Agreement: Chief LaGrandeur informed the board that this is the ILA we are officially a part of now. There were a few proposed changes that were made by a couple of the participating fire districts. This agreement is being presented for review only tonight. Once all districts agree with the proposed ILA we will then put it forward for approval. Commissioner Gregory requested that Chief LaGrandeur provide a summary of all the significant changes that were made to the ILA so that we can see a comparison of what changes were made. The question was asked if the document had been reviewed by an attorney, in which DAS Patti mentioned that both Brian Snure and Ken Bagwell had reviewed this document.</p>		
<p><u>Public Comment:</u> Chair Gregory called for public participation. There was none.</p>		
<p><u>Good of the Order:</u></p> <p>Commissioner Neupert mentioned that Poulsbo’s bids for the station that they want to build off Viking Way came in at double the amount they had projected for it to be. We will want to be cautious when we start to go out for bids for our new station.</p> <p>Commissioner Stewart stated that the regular KCFCA meeting has been canceled for tomorrow and moved to next Monday due to the WFCFA Conference this week.</p> <p>Commissioner Huntington wanted to thank Chief LaGrandeur for keeping us on track and for getting everything done ahead of time when it comes to all district business. He thanked him for his open and constant communication and for bringing things forward promptly.</p>		


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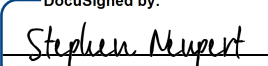
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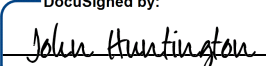
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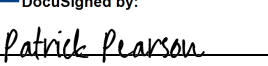
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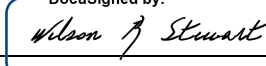
Chief LaGrandeur informed the board that Sherry Appleton passed away recently. We will be reaching out to her family to provide our condolences. Commissioner Neupert mentioned that Chief Smith's father passed away as well and that we give our sincere condolences to him and the family during this time.		
There being no further business to conduct, the meeting was adjourned at 7:26 p.m. Approved	*MSC	

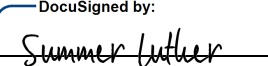
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**BOARD OF FIRE COMMISSIONERS REGULAR MEETING
ACTION ITEMS**

Topic	Motion	
Acceptance of the Agenda	Motion by Commissioner: Huntington	Motion to approve the agenda as presented.
	2 ND by Commissioner: Pearson	
	Carried/Vote	
Approval of the Minutes for 10/09/2023	Motion by Commissioner: Stewart	Motion to approve the minutes as presented.
	2 ND by Commissioner: Neupert	
	Carried/Vote	
Voucher Approval: BVA Batch 10.2 for \$304,536.17 BVA Batch 10.3 for \$82,736.76 BVA Batch 10.4 for \$783.81 BVA Batch 10.5 for \$100.00 BVA Batch 10.6 for \$859,272.44	Motion by Commissioner: Stewart	Moved to approve the BVAs as presented.
	2 ND by Commissioner: Pearson	
	Carried/Vote	
Special Payroll: \$4,564.17	Motion by Commissioner: Huntington	Motion to approve the special payroll as presented.
	2 ND by Commissioner: Neupert	

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	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
Resolution 2023-17 – Ambulance Transport Fees	Motion by Commissioner: Stewart	Moved to approve Resolution 2023-17 as presented.
	2 ND by Commissioner: Neupert	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
Resolution 2023-18 – Sale of 2002 Lifetimer Boat Serial No. ZII15735A202	Motion by Commissioner: Huntington	Moved to approve Resolution 2023-18 as presented.
	2 ND by Commissioner: Pearson	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
Adjourn Meeting	Motion by Commissioner: Pearson	Motion to adjourn the meeting at 7:26 p.m.
	2 ND by Commissioner: Neupert	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote: