



SUMMARY OF THE MINUTES SAN JUAN COUNTY FIRE DISTRICT 3

4/9

Tuesday, DATE, 2024 – Fire Department Training Room
Fire Station #31 at 1011 Mullis Street in Friday Harbor

CALL TO ORDER

Chair Colley called the Fire Commission meeting for SJC Fire District 3 to order at 3:00 p.m.

ROLL CALL

Commissioners Present: Dwight Colley (Chair), Warren Appleton (Vice-Chair) and Frank Cardinale.

Staff: Chief Noel Monin, Executive Staff Robin Garcia and Board Secretary Amy Taylor.

Others: SJI Fire & Rescue staff.

CITIZEN COMMENTS / CORRESPONDENCE

Leslie Brennan commented on the appointment of Chief Monin.

The Commission received a letter from a district resident thanking the department.

AGENDA

No changes were requested to the Agenda.

Minutes. **Moved by Appleton, seconded by Cardinale, to approve the minutes of March 19, 2024. Motion passed 3-0.**

Bills and Payroll. Line items of interest were discussed.

Moved by Appleton, seconded by Cardinale, to approve the payment of bills and payroll as published. Motion passed 3-0.

UNFINISHED BUSINESS

- Brown Island Station Lease – The Association president requests that District drafts a new agreement with updated costs to lease the structure.
- Memorandum of Understanding – Staff made a correction by adding clarifying language and resigned the recent draft MOU. No motion is needed.

NEW BUSINESS

- County Wildland Firefighter Module – Our local districts/agencies are coordinating to form a “module” or team that is ready to respond as mutual aid for wildland fires. Chief Monin explained that the goal is to have a collection of volunteers countywide dedicated to wildland firefighting with support from the districts, so when an agency seeks assistance the module members are prepared to respond within a plan. Any time a wildland firefighter leaves the jurisdiction, it is under the DNR’s order for resources, which will offset additional costs to the fire district.

43
44 STAFF REPORT(S)
45 Chief Monin reviewed the monthly and quarterly financial reports. Discussion followed for line items of interest.
46
47 Chief Monin reviewed monthly staff reports, including operation and administrative reports. Topics reviewed
48 included staffing, mutual aid and grant agreements, business updates and general current events for the District.
49
50 FUTURE AGENDA ITEMS & ANNOUNCEMENTS
51 The Commission will be holding a special meeting on April 14, 2024, for budget planning, strategic planning and to
52 discuss the need for a levy increase or lid lift.
53
54 Commissioner Colley announced that the Commission would be attending a social event and that no district
55 business will be discussed.
56
57 With regret, Commissioner Cardinale announced his resignation from the Commission due to family health issues.
58 Commissioner Cardinale explained that he would be spending significant time out of state through the end of year.
59 He thought it would be best if the Commission found a replacement right away that could be present for the
60 important upcoming issues.
61
62 CITIZEN COMMENTS
63 No citizen comments were given.
64
65 ADJOURNMENT
66 **Moved by Appleton, seconded by Cardinale, to adjourn the meeting 3:40 p.m. Motion passed 3-0.**
67
68



Dwight Colley, Chair
SJC Fire District 3 Commission



Respectfully submitted by:
Amy Taylor, Board Secretary
Date Approved: May 14, 2024