



**North Mason Regional Fire Authority (NMRFA)
Meeting Minutes
460 NE Old Belfair Hwy
11/19/2019**

Present: Fire Commissioners – Severson, Miller, Kewish, Quigley, and McIntosh. Fire Chief Beau Bakken and Asst Chief Scott Cooper.

Meeting called to order at 5:00 pm; Pledge of Allegiance.

Staff Update: Renee Wassenaar is scheduled to start on 11/25/19.

Chief Bakken spoke with Jim Nelson at DA Davidson again to discuss private vs public bond sale. Beau would like Jim to talk to several of the local banks who have expressed interest. Beau stated that the process would then go to RFP for bond bid.

Asst Chief Cooper stated there is a temporary delay in steel work at Station 81. Installation will start on 11/25/19.

Chief Bakken discussed future zoning status of Station 21 after new construction. The current zoning allows for special use for government facilities such as emergency services, i.e. MCSO and DEM.

Commissioner Quigley moved to approve the employment contracts for the executive assistants and administrative assistant positions. Commissioner Severson seconded motion. Motion carried.

Nikki Madsen is still completing the ambulance billing. She is willing to continue the billing duties while new staff is getting trained. There may be a likelihood that Kayla Sturgis (new administrative assistant) will take over duties if/when trained.

Discussion review of Financial Responsibility Policy – questions on process and content. Tabled for next meeting.

Presentation of 2020 Budget – see attached budget plan

- Increases to 2020 insurance plans and benefits
- Projects for 2020 include fire truck purchase, building remodel and phase 2 of Station 81

2020 Budget = \$7,877,550; approximately \$3.5 million in contingency funds and carry over.

Commissioner Severson moved to adopt Resolution 19-03 (see attached); Commissioner Kewish seconded motion. Motion carried.

Commissioner Quigley moved to approve the 2020 line item budget with amendments to the name assignment on line items; Commissioner Miller seconded motion. Motion carried.

Commissioner Quigley moved to recognize Chief Beau Bakken as board secretary for the month of November 2019; Commissioner McIntosh seconded motion. Motion carried.

January 2020 – CAC assignment rotation – Paul Severson. Next CAC meeting is on 1/13/2020.

Good of the Order: Chief Bakken noted the recent passing of Linnie Griffin.

Adjourned: 6:18 pm.



Authority Secretary Beau Bakken



Commissioner Kelley McIntosh



Commissioner Brooke Quigley



Commissioner Bob Miller



Commissioner Daniel Kewish



Commissioner Paul Severson