

Snohomish County Fire District #4

MEETING MINUTES

REGULAR MEETING **BOARD OF FIRE COMMISSIONERS**

DATE:	Monday, February 3, 2025
LOCATION:	Headquarters Fire Station #43 – Harvey Room – Snohomish, WA

BOARD MEMBERS PRESENT:	BRIAN MILLS , Chair CRAIG ERICKSON , Fire Commissioner
STAFF MEMBERS PRESENT:	Don Waller, Fire Chief DJ Hill, Fire Marshal Christine Heike, Records Specialist

I. ROLL CALL

Commissioner Mills called the meeting to order at 1307 hours. Commissioner Merritt was not in attendance.

II. FLAG SALUTE

III. ADOPT/ADJUST AGENDA

Discussion: There were no adjustments to the printed agenda.

IV. OPEN PUBLIC COMMENT

Resident Richard Flath requested that the commissioners consider granting full time status to volunteers and part time firefighters who respond to Wildfire MOBEs as this may be a practice adopted by some other fire districts during the recent Palisades Fire mobilization. There were no phone or online comments.

V. ACTION ITEM

A. Facilities Bid Documents

Discussion: The bid documents recommended for adoption are the result of months of cooperative efforts between fire district staff, district counsel, architects, and project managers. The efforts made by each group is apparent in the well-researched proposal brought to the commissioners for adoption. Frank Lawhead, Derek Michel and Ralph Rohwer made a brief presentation that summarized the process to this point and outlined the timeline for receiving and awarding the project's bid and completion. The documents to be released through the Builder's Exchange include construction drawings and a project manual for the new Station 41 construction, the infrastructure required for the new station, and an alternate bid for a new Station 43. Bid documents will be available to all of the public on 2/18/25, with bid selection on or about 3/24/25.

Derek Michel is requesting a status update from the city of Snohomish on the permitting process.

Action: Commissioner Mills made a motion to give final approval to the current bid documents and their release for the bidding process. Commissioner Erickson seconded the motion, and it passed unanimously.

VI. COMMENTS

A. Commissioners

Discussion: Commissioner Mills, the Chief, and the architects and project manager expressed appreciation that all participants in the process have been accommodating and working well together to keep the project on track.

VII. ADJOURN

At 1322 hours the Regular Board Meeting was adjourned.

**MINUTES OF REGULAR FIRE COMMISSIONERS BOARD MEETING,
February 3, 2025**

Minutes prepared and submitted by:


Christine Montagne-Heike, Records Specialist


Don Waller, District Secretary

MINUTES APPROVED BY FIRE COMMISSIONER:


Brian Mills, Board Chair

2/11/25
Date