
KING COUNTY FIRE PROTECTION DISTRICT 40

BOARD OF FIRE COMMISSIONERS

REGULAR MEETING MINUTES

2/13/2020



DATE: February 13, 2020

TIME: 5:00 PM

PURPOSE: Regular Meeting

LOCATION: King County Sheriff's Fairwood Storefront Office
17620 140th Ave SE, Suite C-10, Renton WA 98058

ATTENDANCE:

KCFD #40

Ronnie Little, Commissioner
Cheryl Nichelson, Commissioner
Charlotte Ryan, Commissioner
Linda Sartnurak, Commissioner

Laura Buckley, District Secretary
Joe Quinn, Attorney

PUGET SOUND RFA

Larry Rabel, Division Chief

PUBLIC

None

RENTON RFA

Kerry Abercrombie, Board Member
Dan Beggin, Firefighter
David Braun, Firefighter
Josh Downing, Lieutenant
John Holt, Firefighter
Robby Hyslop, Firefighter
Chris Krystofiak, Lieutenant
Rick Laycock, Lieutenant
Rick Marshall, Chief
Travis Retherford, Firefighter
Craig Soucy, Battalion Chief
Ken Swinford, Firefighter

CALL TO ORDER + MOTION FOR ABSENT COMMISSIONERS:

Commissioner Nichelson called the regular meeting of King County Fire Protection District #40 to order at 5:00 PM with Commissioners Little, Ryan, and Sartnurak present.

Commissioner Nichelson led the pledge of allegiance.

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FIRE BENEFIT CHARGE (FBC HEARING):

Commissioner Nicholson called the Benefit Charge Petition Review Hearing of King County Fire Protection District #40 to order at 5:06pm (per RCW 52.18.060). Puget Sound RFA Planning Division Chief Larry Rabel presented the 2020 Fire Benefit Charge overview, including year over year comparisons, staff reports, the benefit charge formula and the Board's role in the petition process. A Special Meeting has been scheduled for Thursday, February 27, 2020 at 5pm to review and close the Petition Hearing. The Benefit Charge Petition Review Hearing recessed at 5:28pm.

A copy of the 2020 Fire Benefit Charge Presentation is on file with the minutes.

CORRESPONDENCE:

- **WFCA Legislative Report (January 31, 2020)**

District Secretary Buckley will be monitoring the status of SB 6216 *FMLA Exemption for Fire Commissioners*.

This provides fire district and RFA commissioners exemption from payment of family and medical leave program premiums.

- **Chelan Conference Event (WA State Risk Mgmt Group)**

The Board was provided an overview of the event scheduled June 5, 2020 in Chelan, WA.

UNFINISHED BUSINESS:

- **Seattle Public Utilities Contract**

Seattle Public Utilities made a small amendment to the CPI increase to be assessed within the contract. **It was Moved by Commissioner Little to approve the Seattle Public Utilities Contract with the amended changes. Commissioner Sartnurak seconded. Motion approved (4-0).**

NEW BUSINESS:

- **Station 17 Emergency Sewer Repair**

Commissioner Sartnurak reviewed sewer repair at Station 17 after the third clog occurrence. Deputy Chief DeSmith and Facilities Technician Highley determined a blockage of tree roots caused the sewer line to back-up and overflow. Further investigation determined the electrical install of the cell tower on premises broke the access pipe, allowing tree roots to block the sewer line. Commissioner Sartnurak confirms the access pipeline has been replaced and has a life expectancy of 20 years. She recommends the board consider the removal of 2-4 trees on premises to deter new root growth and debris on the Station 17 rooftop.

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- **Renton RFA Strategic Plan**

Chief Marshall and the Renton RFA contracted Burke Consulting to assist Renton RFA with the Strategic Plan process. The first meeting was held on January 28, 2020 with Commissioners Nichleson and Sartnurak present. Renton RFA is seeking management and employees, stakeholders and community members and one member from Fire District 40 to participate in the process. Board Chair Nicholson will represent Fire District 40 at the February 25, March 25, April 25, and May 26, 2020 1pm meetings. Commissioner Sartnurak will represent Fire District 40 at the June 23, 2020 1pm meeting.

- **2020 Healthy Heart Program Schedule**

Battalion Chief Soucy provided a handout and overview of the Healthy Heart Program throughout various schools within the Renton School District as well as select schools within Fire District 40's service area (Kent School District). Commissioners are invited to participate in any and all events, times and locations vary.

A copy of the 2020 Health Heart Program schedule is on file with the minutes.

CHIEF'S REPORT:

Chief Marshall went over the following items from his Chief's report:

1. Recruit Graduation & New Entry Level Firefighters
2. Welcome to our New Member
Our new Logistics Coordinator, Richard Wolleat
3. Stuffed Animal Donation Drive
4. National Heart Month
5. Strategic Plan Kick-Off Meeting
6. Please see the attached report for the January Response Operations Statistics.

A copy of the report is on file with the minutes.

FINANCIAL REPORTS:

The financial reports consisted of:

- December 2019 Cash Flow & Treasurers Reports
- January 2020 Cash Flow & Treasurers Reports

Copies of the Financial Statements are on file with the minutes.

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CONSENT AGENDA:

The consent agenda consisted of:

- January 9, 2020 Regular Meeting Minutes
- January A/P Voucher in the amount of \$600.00
- January A/P Voucher in the amount of \$5,060.00
- February A/P Voucher in the amount of \$5,060.00
- February A/P Vouchers in the amount of \$12,578.60
- February Payroll in the amount of \$4,114.54

It was Moved by Commissioner Sartnurak to approve the consent agenda as presented. Commissioner Little seconded. Motion Approved (4-0).

Copies of the approved vouchers are on file with the minutes.

WORKGROUP REPORTS:

- **Finance** (Nichelson + Ryan)
Former Fire District 40 employee is retiring and reported he was missing service credits. The proper adjustments have been made.
- **Communications** (Nichelson + Ryan)
A new Fire District 40 newsletter features the newest Fire District 40 Commissioner, Andrew Schneider. The board members will await his approval before sending it to production.

The Fairwood Neighborhood Alliance group met with local Fairwood business owners and local residents Deputy Chief DeSmith, Commissioners Ryan and Sartnurak, and King County Director of Relations Tom Goff. Local businesses are utilizing the new Fairwood Magazine (formerly the Fairwood Flyer) to promote and involve local businesses and residents of Fairwood Crest, West, and Greens.
- **Facilities & Equipment** (Sartnurak + Schneider)
Commissioner Sartnurak reported Facilities Technician Highley contracted a separate roofing company to inspect the condition of the Station 17 roof. The roof is in good shape. It was suggested to apply a commercial roof coat to three separate sections as preventative maintenance; a new coat will be applied in 3-4 years. Blowing away roof debris will help maintain the integrity of the roof.

Commissioners Sartnurak and Schneider attended the Zone 3 meeting regarding fire engine specifications on January 23, 2020. A total of 12 engines are scheduled to be ordered January 2021 zone-wide ideally using identical specifications.

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- **Special Projects** (Little + Schneider)

Commissioner Little reported she is in contact with WA Corrections Institute for board member shirts, Commissioner Schneider will review the contract and report back.

Revised policies (see minutes of 1/9/2020) will be presented at the next regular meeting.

- **Contract Review & Options** (Sartnurak + Little)

After researching possible consultants to help determine the best options for the future of Fire District 40, Commissioner Sartnurak received a proposed scope of work with Emergency Services Consulting International (ESCI). Retired Fire Chiefs Don Bivins, Fire District 40, and Jim Torbin, Northshore Fire will be on the project. ESCI comes highly recommended with decades of consultation experience directly with fire districts. Draft reports containing recommendations scheduled to be available four months from the start of the project. Commissioner Sartnurak recommends ESCI to the Board as the ideal consultant for this project.

It was Moved by Commissioner Little to go into contract with Emergency Services Consulting International. Commissioner Sartnurak seconded. Motion Approved (4-0).

- **Renton RFA Liaison** (Sartnurak)

Commissioner Sarnurak reported the Renton RFA Board went into Executive Sessions to discuss and approve a letter in response to the letter sent by the Fire District 40 Board of Commissioners regarding Chief Marshall's conduct at the Fire District 40 November 14, 2019 regular meeting.

PUBLIC COMMENT:

None.

GOOD OF THE ORDER:

Commissioner Little reported Kentridge High School is currently hosting Wish Week unified basketball.

District Secretary Buckley verified Station 17 did not incur any severe winter storm damage between January 20 – February 10, 2020. She will report "no damage" to King County's Emergency Management Division as requested.

EXECUTIVE SESSION:

None.

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ADJOURNMENT:

As there was no further business, the meeting was adjourned at 6:30 PM.



Ronnie Little, Commissioner



Cheryl Nicholson, Commissioner



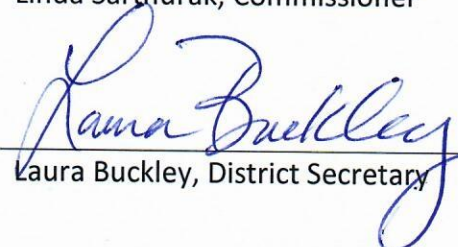
Charlotte Ryan, Commissioner



Linda Sartnurak, Commissioner



Andrew Schneider, Commissioner



Laura Buckley, District Secretary

The next regular meeting of the Board of Fire Commissioners will be held on **Thursday, March 12, 2020 at 5:00 PM at the King County Sheriff's storefront location.**

Attachments: Agenda

- 2020 Fire Benefit Charge Presentation Review
- WFOA Legislative Report (January 31, 2020)
- Chelan Conference Event (WA State Risk Mgmt Group)
- 2020 Healthy Heart Program Schedule
- Chief's Report
- December 2019 and January 2020 Financial Reports
- Voucher Approval Documents

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