



KING COUNTY FIRE PROTECTION DISTRICT 40
BOARD OF FIRE COMMISSIONERS
REGULAR MEETING MINUTES
03/14/2019

DATE: March 14, 2019

TIME: 5:00 p.m.

PURPOSE: Regular Meeting

LOCATION: King Co. Sheriffs Fairwood Storefront
17620 140th Ave SE, Suite C-10, Renton, WA

ATTENDANCE:

KCFD #40

Commissioner Little
Commissioner Sartnurak
Commissioner Parsons
Commissioner Ryan
Commissioner Nichelson
Eric Quinn, District Attorney
Cindy Buchan, Secretary

RENTON RFA

Fire Chief Rick Marshall
Chris Krystofiak
Steve Wright
Nick Bushmell

PUBLIC

None

CALL TO ORDER:

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

It was Moved by Commissioner Parsons and Seconded by Commissioner Nichelson to approve the absence of Commissioner Little at the April 11, 2019 regular board meeting. Motion Approved. (5-0)

Since a Motion was already approved for the absence of Commissioners Parsons and Ryan at the last meeting, there will no longer be a quorum.

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Commissioner Little led the pledge of allegiance.

FIRE BENEFIT CHARGE APPEALS HEARING

The regular meeting was recessed and the Fire Benefit Charge Hearing was opened at 5:06 PM.

Commissioner Ryan presented a list of citizens requesting adjustments to their benefit charge because they have either a monitored fire alarm or sprinkler system. All but one of the requests provided the District with the necessary documentation. It was decided to send a letter to that citizen explaining what documentation he should submit to qualify for the discount.

A discussion was held debating whether all residents of a sprinklered condominium complex should receive a discount when only one resident formally requested the discount. It was determined that the Appeals Hearing would be recessed and the District's legal counsel would provide an opinion on the matter at the next meeting.

The Fire Benefit Charge Hearing was recessed and the regular meeting was reopened at 5:22 PM.

CORRESPONDENCE:

None

CHIEFS REPORT:

Chief Marshal gave an overview of his written report which included:

1. Northwest Leadership.
2. New Station Captain Steve Wright. This is at the King 40 station 17, everyone present clapped and congratulated Steve since he was present at the meeting.
3. StairClimb Fire Chief Marshall along with many Union FF participated and raised money
4. Nick Baker recognition March 21 Thursday at 9am as a Community Hero. The other good thing to come out of this kindness is the fire station is added to the snow plow schedule for any future storms.
5. FD40 Incidents.
6. Blowhard Fan information was disseminated for replacing the current fan on station 17 engine.
7. The Statistics report.

The full report is attached with the minutes.

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UNFINISHED BUSINESS:

Policies/Procedures

- Policy 1120- The committee suggested adding a review date to the bottom of the policy.
 - Policy 1130- Will change back to original form without any specifics and review date on bottom of policy.
 - Policy 1510- Mission and Vision
 - Policy 1710- Goals and Objectives and Statements
- It was decided that the committee will go over the goals and objectives and bring suggestions back to the board.

NEW BUSINESS:

A list of items to surplus was distributed by Commissioner Sartnurak. Legal counsel stated that surplus items should be approved by Resolution, which could be adopted at the next meeting.

The Board signed a revised King County Signature form, formally changing the District's mailing address and the District Secretary's name.

After a brief discussion, it was decided to change the Deferred Compensation Plan Administrator contact to the District Secretary.

Another discussion was held to update the District's business cards. Options included printing them in-house or using the City of Renton Printery.

FINANCIAL REPORTS:

The February 2018 Cash Flow and Treasurer's reports were distributed for the Board's review.

CONSENT AGENDA:

The consent agenda consisted of:

- February 14, 2019 regular meeting minutes
- Accounts Payable Vouchers in the amount of \$2,750.00, \$67.91, \$12,446.27 and \$513.95 (totaling \$15,778.13).
- March Payroll in the amount of \$2,664.39.

It was Moved by Commissioner Nicholson and Seconded by Commissioner Sartnurak to approve the consent agenda with a correction to the minutes. Motion Approved (5-0).

WORKGROUP REPORTS:

- **Finance** (Ryan + Little)
No report.

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- **Communications** (Nichelson + Ryan)
The Spring newsletter went out and the Fire Benefit Charge informational sheet is scheduled to be mailed out April 3. The committee will start working on the Summer issue soon.
- **Facilities + Equipment** (Parsons + Sartnurak)
The remodeling work at Station 17 should be completed soon. Archiving boxes can be moved to Station 17 once the room is complete. King 40 is looking to piggy back on some purchases within Zone 3 so the committee will attend meetings with other Zone members to work on these purchases. Commissioner Parsons handed out a flyer and quote for a BlowHard battery-powered PPV fan, and he asked that the Board consider purchasing one for Engine 17.
- **Special Projects** (Nichelson + Little)
The committee will continue to work with the station crew and Captain Wright on some type of crew shirt reflecting the community.
- **Renton RFA Contract** (Sartnurak + Parsons)
Still working to find a date for both Board members to meet with the Renton RFA staff.
- **Renton RFA Representative** (Sartnurak)
Chief Marshalls contract was extended another four years.
- **Archive** (Ryan+Sartnurak)
Still working to complete and moved out of Station 13. They will continue to work with Chief DeSmith.
- **St. 17 Office Set up** (Buchan + Ryan)
Still working to get everything filed and in place. There was discussion about purchasing a printer scanner for the office since there is no working scanner or color printer. The committee will look into purchasing the best system. **It was Moved by Commissioner Nichelson and Seconded by Commissioner Sartnurak to allow up to \$1,000.00 to be spent on a color printer scanner. Motion Approved. (5-0)**

PUBLIC COMMENT:

None

GOOD OF THE ORDER

Attorney Quinn announced they are expecting their first child. Congratulations!

Commissioner Ryan mentioned how great the crews at Station 17 were especially during the snow storm. Commissioner Ryan also wanted to bring special attention to Mike Ryan for all

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his help during the move to Station 17 from installing the mailbox to fitting the desk in place and any other little things he graciously helped with.

EXECUTIVE SESSION

The Board went into a 20-minute Executive Session under RCW 42.30.140 (4)(b) to discuss the District Secretary contract at 6:21 PM.

The Executive Session was extended for an additional ten minutes at 6:41 PM.

The meeting reconvened at 6:51 PM.

It was Moved by Commissioner Little and Seconded by Commissioner Sartnurak to renew the District Secretary contract as presented and with no additional changes. Motion Approved (5-0).

ADJOURNMENT

With no further business the meeting was adjourned at 6:54 PM.

There will be a special meeting of the Board of Fire Commissioners held April 18, 2019 at the King County Sheriffs storefront location.

The next regular meeting of the Board of Fire Commissioners will be held on ***Thursday May 9, 2019 at 5:00 PM at the King County Sheriffs storefront location.***


Ronnie Little, Chair


Cheryl Nicholson, Vice Chair


Steve Parsons, Commissioner


Linda Sartnurak, Commissioner


Charlotte Ryan, Commissioner

Cindy Buchan, Board Secretary

Attachments: Fire Chief's Report
Consent Agenda
Policies Applicable

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