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# KING COUNTY FIRE PROTECTION DISTRICT 40



## BOARD OF FIRE COMMISSIONERS SPECIAL MEETING MINUTES 4/18/2019

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**DATE:** April 18, 2019

**TIME:** 5:00 p.m.

**PURPOSE:** Regular

Meeting

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

**ATTENDANCE:**

**KCFD #40**

Commissioner Ronnie Little  
Commissioner Steve Parsons  
Commissioner Cheryl Nichelson  
Commissioner Charlotte Ryan  
Commissioner Linda Sartnurak  
Joe Quinn, Attorney

**RENTON RFA**

Fire Chief Rick Marshall  
Firefighter Chris Krystofiak

**PUBLIC**

Andrew Schneider

**CALL TO ORDER:**

Commissioner Little called the special meeting of King County Fire Protection District #40 to order at 5:00 p.m. with Commissioners Nichelson, Parsons, Ryan, and Sartnurak present. Also in attendance were Chris Krystofiak, Rick Marshall, Joe Quinn, and Andrew Schneider.

Commissioner Little led the pledge of allegiance.

**FBC Appeals Hearing**

The special meeting was recessed and the 2019 Fire Benefit Charge Appeals Hearing was reopened at 5:01 PM.

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Two items were discussed from the March 14, 2019 Appeals Hearing:

- 1) Whether to grant all residents of a sprinklered condominium complex a discount when only one resident formally requested the discount. The opinion from legal counsel is that while any person may appeal the benefit charge, it must be a reasonably proportioned benefit.
- 2) All but one of the other requests for a monitored fire alarm or sprinkler system provided the required documentation. A letter was sent to the resident who didn't provide the necessary documentation; however, the District has not received a reply as of this date.

**Commissioner Nicholson moved to accept all documented requests for monitored fire alarm and sprinkler system discounts, including all Red Mill Condominium residents (and denying the resident who did not provide the required documentation). Commissioner Parsons seconded. Motion carried (5-0)**

A copy of the appeals list is on file with the minutes.

#### **CORRESPONDENCE:**

- A letter from Cindy Buchan resigning as Fire District 40 District Secretary effective April 15, 2019.
- The 2018 Washington Fire Commissioners Association Annual Report.

Copies of the correspondence is on file with the minutes.

#### **CHIEF'S REPORT:**

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

1. ESO Training Academy Conference in Austin, Texas.
2. Tyler Connect Conference in Dallas, Texas.
3. Renton Technical College Student Success Breakfast on March 15, 2019.
4. JATC 3A test – Congratulations to Firefighters Brandon Weeks and Kelly Carpenter.
5. EMS Advisory Committee meeting on March 20, 2019.
6. Community Connectivity Consortium (C<sup>3</sup>) – part of the government fiber optic ring. Commissioner Ryan asked if the Renton RFA will be using the C3 ring when they change from the City of Renton IT. Chief Marshall replied that they will be using a private connection at this time.
7. Significant incident on March 22, 2019.

A copy of the Chief's Report is on file with the minutes.

#### **UNFINISHED BUSINESS:**

The Board reviewed examples of various business card designs which could be printed in-house. After a brief discussion, the Board agreed on the design by Julie Bray and asked that 10-20 cards be printed in-house for each Commissioner.

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The proposed Goals and Objectives language (Policy 1710) was tabled until the next regular meeting.

Commissioner Little read Resolution No. 544 into the record (declaring certain property as surplus). **Commissioner Parsons moved to adopt Resolution No 544 as presented. Commissioner Nicholson seconded.** Commissioner Parsons asked if the hard drives had been removed from the surplus computers. Commissioner Sartnurak replied that holes will be drilled into them before they are disposed of. **Motion Approved (5-0).**

#### **NEW BUSINESS:**

A discussion was held regarding the District Secretary vacancy. The Board agreed that there was no hurry to replace the position until such time as to assure a good candidate. Joe Quinn stated that because statute requires we have a District Secretary, we should appoint an Acting Secretary at this meeting. After further discussion on various options, **Commissioner Parsons moved to appoint Charlotte Ryan as Acting District Secretary. Commissioner Nicholson seconded. Motion carried (4-0, with Commissioner Ryan abstaining).** Commissioner Parsons stated he may know of someone that may be interested in the position. The Special Projects workgroup will start the process of looking for a permanent District Secretary.

#### **FINANCIAL REPORTS:**

The Board reviewed the March 2019 Cash Flow and Treasurer's reports.

Commissioner Nicholson stated that she would like to understand the financial reports in more detail. Commissioner Ryan stated that the Fire Administrative Support Division frequently provides classes in the State's BARS accounting system.

Copies of the financial reports are on file with the minutes.

#### **CONSENT AGENDA:**

The consent agenda consisted of:

- March 14, 2019 regular meeting minutes
- April Accounts Payable Vouchers in the amount of \$11,216.53
- April Payroll Vouchers in the amount of \$3,008.94

**It was Moved by Commissioner Ryan to approve the consent agenda but table the minutes until the next meeting. Commissioner Parsons seconded. Motion Approved (5-0).**

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

#### **WORKGROUP REPORTS:**

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

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- **Communications** (Nichelson + Ryan)

Commissioner Ryan reported that because the FD 40 computer belongs to Renton, the workgroup should begin researching the purchase of our own computer. This will include providing our own internet service, IT maintenance, and updated software (we are currently using Windows 7).

- **Facilities + Equipment** (Parsons + Sartnurak)

Commissioner Sartnurak asked Chief Marshall if we needed to open the Station 13 archive room for the scheduled HVAC duct cleaning. She also asked him for a firm date when we must be moved out of the room. The Chief replied that ideally FD 40 should be out by May 15, and he said he would contact DC DeSmith about the HVAC cleaning.

Commissioner Parsons reported that while he was unable to attend the recent meeting on engine specifications, he will attend the next meeting scheduled for May 20. They are looking at a Pierce Enforcer using the Zone 3, Seattle, or Burien's specifications.

He then restated his request to purchase a BlowHard PPV fan (see minutes of March 14, 2019, and he will forward the email to the Acting Secretary to be placed on the next agenda.

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

The workgroup plans to bring some Station logos to the next meeting. They would like the designs to be included in the June newsletter, and the winning design announced in August.

- **Renton RFA Contract** (Sartnurak + Parsons)

Commissioner Sartnurak reported that Chief Marshall is still waiting for a date for to meet with the Renton RFA governing Board. It was decided that each Commissioner should email the Acting Secretary with a couple of dates they are available in June (Tuesday, Wednesday, or Thursday).

- **Renton RFA Representative** (Sartnurak)

Commissioner Sartnurak said that she missed the March 25th meeting because of surgery, and the April 8th meeting had been canceled.

**PUBLIC COMMENT:**

Chris Krystofiak reported that Firefighter Union members were out door-belling last weekend, and will be out again this weekend, in support of FD 40's fire benefit charge renewal.

**GOOD OF THE ORDER**

"Once around the table," included the following:

- Commissioner Parsons stated that he successfully filed his Public Disclosure Commission report the day before it was due, and he actually remembered his password.

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- Commissioner Sartnurak reported that while Seattle has the Fremont Troll, the City of Renton now has a rooftop dragon on a building on the corner of South Third Street and Wells Avenue.
- Commissioner Nicholson said that she is slowly healing slowly from her recent surgery.

#### **EXECUTIVE SESSION**

None.

#### **ADJOURNMENT**

With no further business the meeting was adjourned at 6:00 PM.

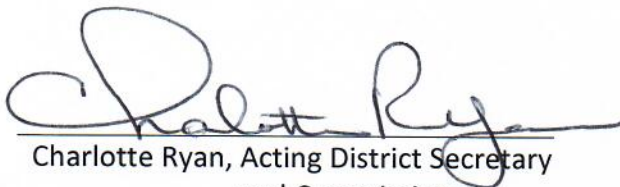
The next regular meeting of the Board of Fire Commissioners will be held on **Thursday May 9, 2019 at 5:00 p.m. at the King County Sheriff's storefront location.**

  
Cheryl Nicholson, Commissioner

  
Linda Sartnurak, Commissioner

  
Steve Parsons, Commissioner

  
Ronnie Little, Commissioner

  
Charlotte Ryan, Acting District Secretary  
and Commissioner

Attachments: Agenda  
2019 Fire Benefit Charge Appeals List  
Letter of Resignation from Cindy Buchan  
2019 WFOA Annual Report  
Fire Chief's Report  
Resolution No. 544 (declaring surplus items)  
March 2019 Financial Reports  
Approved Vouchers

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