
KING COUNTY FIRE PROTECTION DISTRICT 40



BOARD OF FIRE COMMISSIONERS REGULAR MEETING MINUTES 5/9/2019

DATE: May 9, 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
Eric Quinn, Attorney

PUBLIC

Laura Buckley

Renton RFA

Chief Rick Marshall

CALL TO ORDER:

Commissioner Little called the regular 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 Laura Buckley and Eric Quinn.

Commissioner Little led the pledge of allegiance.

It was moved by Commissioner Nichelson and seconded by Commissioner Sartnurak to approve the absence of Commissioner Little at the June 13, 2019 regular board meeting. The motion was carried (5-0).

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CORRESPONDENCE:

- **American Tower Proposal dated May 3, 2019:**

Eric Quinn (Department Attorney) explained that this is the third proposal from American Tower in their attempt for us to extend their cellular tower lease at Station 17.

The first offer in January, was for a \$35,000 signing bonus, a change in the monthly rent calculation, revenue sharing for additional tenants, eight (8) five-year extensions, and compensation for a 55-year easement. The offer in February was identical to the first but removed mention of an easement. However, the May offer reduces the signing bonus to \$25,000, changes the monthly rent calculation again, asks for six (6) five-year extensions, and provides additional compensation for a perpetual easement.

After discussing the offers, the Board decided they are not interested in any of the proposals at this time.

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

UNFINISHED BUSINESS:

- **Smoke Extractor Fan:**

Commissioner Parsons recommended that we purchase a BlowHard battery-operated PPV fan (see minutes of 3/14/2019) for Engine 17. He explained that a battery-operated fan can be used in areas where a gas-powered fan cannot. After a brief discussion **Commissioner Parsons moved to purchase a BlowHard battery-operated fan at a cost of \$3,650 plus sales tax from the Capital Projects Fund. Commissioner Nicholson seconded. The motion carried (5-0).**

A copy of the BlowHard price quote is on file with the minutes.

- **Policies Review:**

The Special Projects Workgroup presented the following department policies to be revised or rescinded:

<u>Policy #</u>	<u>Title</u>	<u>Requested Action</u>
1111	Election	Revise
1210	Chair	Revise
1220	Duties of Individual Commissioners	Revise
1240	Consultants	Revise
1311	Policy Manuals	Revise
1510	Mission and Value Statement	Revise
1512	Conflicts of Interest	Revise
1710	Goals and Objectives	Rescind

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1220-I	Responsibilities of the Fire Commissioner	Revise
1240-E	Consultants	Rescind
1311-F	Policy and Procedure Manual Sign-off Form	Rescind
1311-P	Policy and Procedure Manuals	Rescind
1710-E	Goal Statements	Rescind

After discussing the proposed changes, **Commissioner Ryan moved to revise policies 1111, 1210, 1220, 1240, 1311, 1510, and 1512, and to rescind policies 1240-E, 1311-F, 1311-P, and 1710-E.** Policies 1710 and 1220-I will be dealt with at a later date. **Commissioner Nicholson seconded. The motion carried (5-0).**

Copies of the amended policies are on file with the minutes.

- **Station 17 Logo:**

Commissioner Nicholson presented the Board with a flyer that she plans to distribute advertising for Fairwood area citizens to help design a Station 17 T-shirt logo. The announcement will also be published in the Summer Newsletter and on the department's website. After reviewing the notice, the Board made a few changes to the document.

- **Vacant District Secretary Position:**

This will be discussed in Executive Session.

NEW BUSINESS:

None.

FINANCIAL REPORTS:

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

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

CHIEF'S REPORT:

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

1. Introducing new Renton RFA Fire Marshal Members.
2. The recent Washington Fire Chiefs Spring Seminar in Lacey, WA.
3. The recent Labor Relations Institute training in Yakima, WA.
4. Chief Marshal's attendance at the Congressional Fire Services in Washington DC.
5. Ongoing meetings with other local fire chiefs.
6. April Responses and Statistics.

Commissioner Little stated she saw a TV news article that some Snohomish Fire Chiefs are conducting in-house fire training because it's too expensive to send their firefighters to

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North Bend, and she wondered if that was the case in Renton. Chief Marshall replied that as the Training Consortium grows, it becomes more difficult to send crews to specific locations for training. Although, he said he didn't know the situation in Snohomish County.

Eric Quinn asked the Chief about the list of possible meeting dates for the FD40 Commissioners to meet with the Renton RFA Governance Board. Chief Marshall stated he will bring the dates to his Board on Monday's meeting.

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

CONSENT AGENDA:

The consent agenda consisted of:

- March 14, 2019 regular meeting minutes
- April 18, 2019 special meeting minutes
- May Accounts Payable Vouchers in the amount of \$2,602,866.34
- May Payroll Vouchers in the amount of \$3,229.84

It was moved by Commissioner Nicholson to approve the consent agenda with the correction of adding Commissioner Parsons as being in attendance for both sets of minutes. Commissioner Parsons seconded. Motion Approved (5-0).

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

WORKGROUP REPORTS:

- **Finance** (Ryan + Little)

Commissioner Ryan stated the Board may wish to revise the 2019 Operating Budget because of the many changes being experienced this year.

- **Communications** (Nicholson + Ryan)

The Summer Newsletter is scheduled to be mailed out the first week of June, and the Board reviewed the draft document.

The workgroup then asked for permission to purchase an office computer and software to be up and running before IT service ends at the end of the year (see minutes of 4/18/2019).

Commissioner Parsons moved to allow up to \$2,000 for the Communications Workgroup to purchase an office computer and software. Commissioner Sartnurak seconded. Motion carried (5-0).

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

Commissioner Sartnurak reported that the remodeling work at Station 17 is finally complete.

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Commissioner Parsons said he, Commissioner Sartnurak, and other Zone 3 members will be looking at an engine recently purchased by Seattle Fire later this month.

- **Special Projects** (Nichelson + Little)
Previously discussed under Unfinished Business.
- **Renton RFA Contract** (Sartnurak + Parsons)
Waiting for dates to meet with the Renton RFA Governance Board.
- **Renton RFA Representative** (Sartnurak)
Commissioner Sartnurak reported that because the Renton RFA Governance Board hasn't seen all of the Renton fire stations, they will be holding their meetings at a different station for the next few months. Their July 22, 2019 meeting will be held at Station 17.

PUBLIC COMMENT:

None.

GOOD OF THE ORDER

"Once around the table," included the following:

- Eric Quinn stated that a company named Dalhmaton Fire Equipment is filing bankruptcy, and we have until May 22, 2019 to file claims against the company.
- Commissioner Ryan stated that we received certification from King County Elections today that our Continuation of Benefit Charge (Proposition No. 1) passed with 88.1% of the vote. She formally thanked the members of Local 864 for their hard work and successful efforts.

A copy of the Election Certificate is on file with the minutes.

EXECUTIVE SESSION

A 15-minute Executive Session was called at 6:06 PM to evaluate the qualifications of an applicant for public employment per RCW 42.30.110 (1)(g).

The meeting reconvened at 6:21 PM.

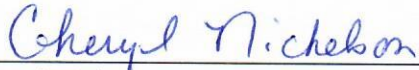
Commissioner Nichelson moved to instruct Eric Quinn to draft a contract for purposes of negotiation for the District Secretary position. He will provide the Board with the draft contract prior to the next regular meeting. **Commissioner Sartnurak seconded. Motion carried (4-0, with Commissioner Ryan abstaining).**

ADJOURNMENT

With no further business the meeting was adjourned at 6:27 PM.

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The next regular meeting of the Board of Fire Commissioners will be held on **Thursday June 13, 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
American Tower Correspondence
BlowHard PPV Fan Quote
Revised/Rescinded Policies
April 2019 Financial Reports
Fire Chief's Report
Approved May Vouchers
Election Certification Notice

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