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# KING COUNTY FIRE PROTECTION DISTRICT 40



## BOARD OF FIRE COMMISSIONERS

### REGULAR MEETING MINUTES

**08/08/2019**

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**DATE:** August 8, 2019

**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  
Steve Parsons, Commissioner  
Charlotte Ryan, Commissioner  
Linda Sartnurak, Commissioner

Joe Quinn, Attorney

**RENTON RFA**

Will Aho, Battalion Chief  
Chuck De Smith, Deputy Chief  
Christopher Krystofiak, Lieutenant

**PUBLIC**

Andrew Schnieder

**CALL TO ORDER:**

Commissioner Little called the regular meeting of King County Fire Protection District #40 to order at 5:01 PM with Commissioners Nichelson, Parsons, Ryan, and Sartnurak present.

Commissioner Little led the pledge of allegiance.

**CORRESPONDENCE:**

None.

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### **UNFINISHED BUSINESS:**

Commissioner Nicholson stated that there was a lack of interest in the Station 17 logo contest, and it has been temporarily put on hold. However, Station 17 staffing is expected to change at the start of the year, and we will pick up the project again at that time.

Commissioners Little and Nicholson reported that we received 57 responses to our advertisement for a District Secretary. After interviewing seven who met the requirements, they narrowed it down to the top three candidates. They suggested the other Commissioners meet them, instead of making a determination based solely on resumes. The Board agreed, and they asked that we will hold a special meeting to meet with them.

The Acting District Secretary presented a Revised Authorized Signature Form, which Commissioner Parsons signed (as he was not at the previous regular meeting).

The Special Projects Workgroup was unable to verify the information contained in Exhibit A of the King County ILA (see minutes of July 11, 2019). The lock on the Achieve Room was jammed, denying access to the necessary records. They asked that this item be tabled until the next regular meeting.

The Acting District Secretary reported that she billed Seattle Public Utilities for \$56,623 per the Lake Youngs ILA. She initially received a phone call stating they would be reducing that amount because they sold some parcels listed on the ILA, but then she received another call stating they will be paying the full amount this year.

### **NEW BUSINESS:**

Commissioner Little reported that because the Board was considering to change our Fire Benefit Charge formula to be more in line with other fire departments, she presented a proposal from our consultant, Neil Blindheim. After a brief discussion on the costs involved, it was decided that the Finance Workgroup contact Larry Rabel (Puget Sound and Renton RFA consultant) to see if there would be a cost saving by hiring him.

Commissioners Little and Nicholson presented two policies to be revised: 1) #1441 – Audience Participation, 2) #1520 – Board/Chief Relations. After reviewing the documents and making additional changes, the policies will be brought back at the next regular meeting.

We received a phone call from King County Councilmember Regan Dunn's office asking if we were planning to celebrate Fire District 40's 70th anniversary. We have decided to combine the anniversary celebration with the Station 17 open house.

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

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Deputy Chief De Smith began by congratulating the Puget Sound RFA on the passing of their levy lid lift because each of our departments are all intertwined with each other. He then went over the following items from the Chief's report:

1. Congratulations to two Renton RFA staff members for completing a college degree and Fire Inspector certification
2. Congratulations to three firefighters who passed their recent JATC tests.
3. The Renton RFA 2020 Budget Kickoff Meeting was held on July 24, 2019.
4. The Station 17 Open House and Fire District 40's 70th Anniversary Celebration is scheduled for Saturday, October 19, 2019.
5. 2021 Fire Engine purchase and Zone 3 cost-saving specifications.
6. Report on baby born during I-405 morning commute.
7. Report on Station 17 July responses.

DC De Smith then reported that the victim of the July 5, 2019 fire is recovering well, and he suggested that the Board recognize the crew that saved her. He said it's always good to recognize success stories in the fire service as a reminder to the public why they voted "yes."

He also reported that the Station 17 parking lot is scheduled to be restriped soon.

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

#### **FINANCIAL REPORTS:**

The July 2019 Financial Reports were not ready and were not presented at the meeting.

#### **CONSENT AGENDA:**

The consent agenda consisted of:

- July 11, 2019 regular meeting minutes
- July 24, 2019 special meeting minutes
- August accounts payable vouchers in the amount of \$3,590.68
- July payroll in the amount of \$4,526.59

Commissioner Little stated that she was unable to attend the June 1st WFCA seminar in Chelan because of a family emergency. **It was Moved by Commissioner Sartnurak to approve the consent agenda, but cancel the warrant payable to the Washington Fire Commissioners Association for a second time** (see minutes of June 13, 2019). **Commissioner Nicholson seconded. Motion Approved (5-0).**

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

### **WORKGROUP REPORTS:**

- **Finance** (Little + Ryan)  
No report.
- **Communications** (Nichelson + Ryan)  
The workgroup presented a draft Fall newsletter for the Board's review. They hope to have it mailed out the last week in August.
- **Facilities & Equipment** (Parsons + Sartnurak)  
At this point, it may be more advantageous to wait until next year to piggy back with the other Zone 3 Engine purchases. Commissioner Sartnurak also reported that the lock on the Archive Room door has been repaired.
- **Special Projects** (Little + Nichelson)  
No report.
- **Renton RFA Contract** (Parsons + Sartnurak)  
No report.
- **Renton RFA Liaison** (Sartnurak)  
Chief De Smith previously reported what's happening in the Chief's Report.
- **Station 17 Office** (Nichelson + Ryan)  
Because the Station 17 office is "workable" and the new District Secretary will likely want to finish the project, this workgroup will be disbanded.

### **PUBLIC COMMENT:**

Andrew Schneider asked what kind of response data Mike Price is going to provide to the FD40 Board (see minutes of June 13, 2019). Commissioner Parsons responded that he will be providing information when District 40 is first due in the Renton RFA area.

### **GOOD OF THE ORDER:**

None.

### **EXECUTIVE SESSION:**

A 10-minute executive session was called at 6:02 PM per RCW 42.30.110(1)(i) to discuss with legal counsel representing District 40 the legal risks of a proposed action or current practice that District 40 has identified when public discussion of the litigation or legal risks is likely to result in an adverse legal or financial consequence to District 40.

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The meeting reconvened at 6:12 PM.

**ADJOURNMENT:**

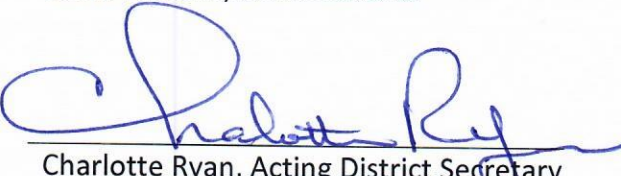
As there was no further business, the meeting was adjourned at 6:12 PM.

  
Cheryl Nicholson, Commissioner

  
Linda Sartnurak, Commissioner

  
Steve Parsons, Commissioner

  
Ronnie Little, Commissioner

  
Charlotte Ryan, Acting District Secretary  
and Commissioner

The next regular meeting of the Board of Fire Commissioners will be held on **Thursday, September 12, 2019 at 5:00 PM at the King County Sheriff's storefront location.**

Attachments: Agenda  
Chief's Report  
Voucher Approval Documents

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