



KING COUNTY FIRE PROTECTION DISTRICT 40
BOARD OF FIRE COMMISSIONERS
REGULAR MEETING MINUTES
3/8/2018

DATE: March 8, 2018
TIME: 5:00 p.m.
PURPOSE: Regular Meeting
LOCATION: Fire Station 13, 18002 – 108th Ave SE, Renton

ATTENDANCE:

KCFD #40	RENTON RFA
Commissioner Sartnurak	Chuck DeSmith Deputy Chief
Commissioner Ryan	Doug McDonald
Commissioner Parsons	Robert Hyslop
Commissioner Nichelson	Craig Soucy
Commissioner Little	
Cindy McMahan, DS	PUBLIC
Eric Quinn, District Attorney	Janise Hansen, State Auditor's Office
	Matt Hankins, State Auditor's Office

CALL TO ORDER:

Board Chair Parsons called the regular meeting of the Board of Fire Commissioners for King County Fire Protection District #40 to order at 5:03 p.m. with Commissioners Nichelson, Parsons, Ryan, Sartnurak and Little present.

All Commissioners plan to be present April 12, 2018

Meeting was recessed at 5:05PM

Fire Benefit Charge Hearing was opened. All the appeals submitted were viewed and discussed.

Conclusion:

Moved by Commissioner Little and **Seconded** by Commissioner Sartnurak to approve the appeals that have provided reasonable proof. Deny 2 appeals that did not provide adequate proof. **Motion Passed Unanimously (5-0)**. A copy of the appeals presented to the Board is on file with the minutes.

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Meeting was reconvened at 5:10PM

AUDITORS EXIT INTERVIEW

The Commissioners were given a portfolio of the Auditor’s report. Matt Hankins went over the report discussing the highlights, the use of restricted funds, monitoring the RFA contract, and the financial condition. There were no significant audit issues found. Janice Hansen discussed the “unmodified opinion page” in the financial statement report. The Auditor’s office plans to start on next years audit by November of 2018.

CORRESPONDENCE:

Nothing to report

CHIEFS REPORT:

Deputy Chief DeSmith presented the Chiefs report as disseminated, highlighting some of the key topics such as the groundbreaking for the Kennydale Station and about the new hires in the Zone 3 Fire Academy. The report is attached with these minutes.

NEW BUSINESS:

Lake Young contract: Attorney Eric Quinn will review and issue an opinion on the contract. There was discussion about the presence of hazardous materials on the property so that will be part of the review. Renton RFA BC Craig Soucy will follow up with more information for the Attorney about where the materials were found.

UNFINISHED BUSINESS:

None

FINANCIAL REPORTS:

DS Cindy McMahan disbursed the January Treasurers report and cash flow year to date, along with all the vouchers. The reports were discussed and everything looked to be in order and on schedule.

CONSENT AGENDA:

Approval of Minutes – January 25, 2018 Special Meeting
Approval of Minutes – February 8, 2018 Regular Meeting
Expense Fund Vouchers – 180203001-180203001+ 180302001 Expense Fund for \$3,995.08
Payroll/EFTS - \$1,650.39
January 2018 Treasurer’s Report

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Moved by Commissioner Sartnurak and **Seconded** by Commissioner Parsons to approve the Consent Agenda. **Motion Passed Unanimously (5-0).**

Finance (Ryan + Little) Commissioner Little reported she had spoken with Gordon MacIlvennie about the Districts insurance premium for this current year. It has increased slightly to \$4856.00.

Moved by Commissioner Little and **Seconded** by Commissioner Sartnurak to enter into a contract of \$4856.00 with MacIlvennie & Associates for insurance. **Motion Passed Unanimously (5-0)**

Communications (Nichelson + Ryan) The committee received some quotes for the entire package service and is ready to go after final changes are made. They will move forward with this company to get a newsletter out as soon as possible.

Facilities & Equipment (Parsons + Sartnurak) Renton RFA would ideally like to move into offices at Station 13 as early as the Fall. King 40 is continuing on the archiving projects and working to create an office at Station 17. Chief DeSmith told the Board he will continue to work with them on the transition as long as needed for storage issues and what might need to stay at Station 13 for a longer period of time.

Special Projects (Nichelson + Little) The American Towers lease options were discussed. There is still 5 years left on the lease so the recommendation is to remain with the current lease. Attorney Eric Quinn will send a letter to the effect that District 40 wishes to keep the current lease.

The committee met with Neill Blindheim (Interface Systems Management Consultants) to discuss evaluating our current benefit charge formula. It will up for renewal in 2019. This will be discussed further at the April meeting to decide how to move forward.

Renton RFA Contract (Sartnurak + Parsons)

Nothing to report.

Executive Session

Pursuant to RCW 42.30.110 (1) (i), the Board convened into executive session for 15 minutes at 6:05 PM to discuss with legal counsel representing the District litigation or legal risks of a proposed action or current practice that the District has identified, when public discussion of the litigation or legal risks is likely to result in an adverse legal or financial consequence to the District.

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At 6:20 Executive Session was extended for 10 minutes.
At 6:30 Executive Session was extended for 10 minutes
At 6:40 Executive Session ended and the regular meeting reconvened.

PUBLIC COMMENT

Robert Hyslop representing IAFF 864 told the Board the Local would like to coordinate efforts when the fire benefit charge goes to vote. He also announced the Seattle Tower climb is Saturday, March 10.

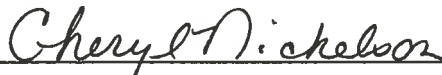
GOOD OF THE ORDER:

Attorney Eric Quinn will be out of town March 31- April 14 and not available at the next meeting. Joe Quinn is available to step in his absence if necessary.

ADJOURNMENT:

With no further discussion the meeting was adjourned at 6:51 PM

The next regular meeting of the Board of Fire Commissioners will be held on **Thursday April 12, 2018 at 5:00 p.m. at Station 13.**


Cheryl Nicholson, Commissioner


Linda Sartnurak, Commissioner


Steve Parsons, Chair


Ronnie Little, Commissioner


Charlotte Ryan, Commissioner


Cindy McMahan, Board Secretary

Attachments: 2018 Fire Benefit Charge Appeals List
2016 Draft State Audit Reports
Fire Chief's Report
Consent Agenda Items

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