

"FINAL"

**King County Fire Protection District 40**

***Regular Commissioners' Meeting***

**April 24, 2008**

**4:30 p.m.**

**Commissioner**  
CRAIG VIOLANTE

**Commissioner**  
MIKE WARFEL

**Commissioner**  
CHARLOTTE RYAN

**Commissioner**  
RUSS PRICE

**Commissioner**  
RONNIE BEHNKE

**Deputy Chief**  
CHUCK DUFFY

**Board Secretary**  
DEANNA GRATZER

**CALL TO ORDER:**

Commissioner Violante called the regular meeting of the Board of Fire Commissioners for King County Fire Protection District 40 to order at 4:30 p.m. Commissioners present for the Call to Order: Violante, Ryan, Price, Warfel and Behnke. Also attending were Secretary Gratzner, Attorney Kinnon Williams, Consultant Paul Witt, Chief Daniels, Chief Duffy, Chief Van Horne, Chief Peterson, Captain Hettick, Roger Anderson, Nick Bujanovich, Linda Sartnurak and Lisa Garvich.

**FIRE CHIEF'S REPORT - Presented by Chief Daniels:**

Chief Daniels presented the Fire District 40 response times for the month of March. The report includes response measurements, factors affecting response times and the plan of action to improve response times.

Commissioner Violante requested this report be presented quarterly. He also requested that transport data be included in this report.

Fire District 40's 2007 statistical data was provided. The report includes total number of incidents, incident type, number of responses by station and mutual aid given and received.

A copy of the Response Time report is on file with the minutes.

**CITIZEN COMMENTS FOR AGENDA ITEMS:**

There were no Citizen comments for agenda items.

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### **CORRESPONDENCE:**

Correspondence received consisted of one cash transmittal receipt in the amount of \$1,325.00 deposited to the Expense Fund.

### **FINANCIAL REPORTS:**

Financial reports were provided to the Board.

### **FIRE CHIEF'S REPORT - Presented by DC Duffy:**

#### **Personnel:**

BC Jensen possible retirement was announced. He sustained an injury that will possibly take him from service.

#### **Miscellaneous:**

Chief Duffy reported that Station 17 repairs are under way as identified in the contract. Repairs are facilitated through the Facility Help Desk.

Captain Hettick of the Logistics Division provided a handout and PowerPoint presentation requesting approval for the installation of shelving and minor alterations to the maintenance building.

Attorney Kinnon Williams's concern in making any modifications is the unresolved asset transfer with the City of Renton; and the affect any modifications may have with ongoing litigation with the contractor.

Kinnon Williams indicated that if Bill Bass and Attorney Chris Wright are satisfied the modifications as presented, and that these modifications will not impact the Districts position on litigation, the proposal will be considered.

A copy of the Logistics Warehouse Project report is on file with the minutes.

### **UNFINISHED BUSINESS:**

There is no unfinished business.

### **NEW BUSINESS:**

Rules and regulations for meeting room use at Station 13 were discussed. The Districts Use of Facilities policy differs with the City of Renton's policy, primarily in the charging of rental fees. Chief Duffy indicated the Cities policy came about through years of experience and history of meeting room use.

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Commissioner Violante stated Use of Facilities will be an agenda item at the retreat. However, until then the City of Renton should administer the use of the meeting room in accordance with their policy.

A **MOTION** was made by Commissioner Violante and **SECONDED** by Commissioner Ryan to follow the City of Renton's Facility Use Policy in full. The **MOTION CARRIED**.

Commissioner Price indicated he feels the meeting room belongs to the community and it should be available for their use at no charge.

A **MOTION** was made by Commissioner Violante and **SECONDED** by Commissioner Price to amend the motion and to waive the fees from non-profit and other governmental agencies. **THE MOTION CARRIED**.

### CONSENT CALENDAR:

- a. Minutes of the Previous Meeting – April 10, 2008
- b. Expense Fund Vouchers No. 02700 through 02718 -- Amount \$29,844.65
- c. Bond Fund Vouchers No. 01186 through 01187 – Amount \$5,857.00

A **MOTION** was made by Commissioner Price and **SECONDED** by Commissioner Ryan to approve the consent calendar as presented. The **MOTION CARRIED**.

### WORKGROUP REPORTS:

#### **Intergovernmental Affairs:**

Commissioner Violante is schedule to have lunch with Chief Daniels and D/C Duffy on May 1, 2008. The topic of discussion will be general state of affairs. Commissioner Violante will give a report at the May meeting.

#### **Labor:**

There is nothing new to report at this time.

#### **Renton Transition:**

Commissioner Ryan reported she has scheduled server maintenance on the 2<sup>nd</sup> Thursday of each month. She will make arrangements to make the offices available to the consultant.

#### **Budget and Review:**

A proposal to extend Paul Witt's contract through December 31, 2008 was presented. The scope of the contract primarily remains the same.

A **MOTION** was made by Commissioner Violante and **SECONDED** by Commissioner Price to approve the Paul Witt's contract as presented. The **MOTION CARRIED**.

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

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### **Insurance:**

There is nothing new to report at this time.

### **Strategic Planning:**

Commissioner Price reported the drainage, pipes, etc. in the rockery were not installed properly. BNCC proposed a cash settlement in lieu of reconstructing the rockery. At the recommendation of Bill Bass and Paul Witt, this offer was turned down. BNCC is being asked to complete the rockery as designed by the architect.

### **CITIZEN COMMENTS:**

Nick Bujanovich commended Commissioner Price on his objections of the use of facilities proposal. He too feels the facility belongs to the citizens and should be available for their use at no charge.

Nick Bujanovich asked the status of the asset transfer and if the balance sheet has been prepared and is available to the public. Attorney Kinnon Williams indicated that a draft has been prepared by Paul Witt and Deanna Gratzner. However, the Board still needs to review and approve the document. When the document is final it will be available to the public. Nick Bujanovich requests a copy of the balance sheet when it becomes a public document.

Nick Bujanovich inquired as to what Commissioner Behnke's address is. Commissioner Behnke stated her current address.

Linda Sartnurak stated that she agreed with the comments on the use of the facility. She suggested the possibility of collecting deposits for potential damage.

### **ONCE AROUND THE TABLE:**

Commissioner Price inquired about the status of the informational flyer. The check to the US Postal service is included in the Vouchers. Once the check is received and the postage paid, the flyers will be mailed.

Commissioner Price indicated that he would go to the Fairwood Library and get a copy of the room use guidelines. He will distribute the information at the next meeting.

Commissioner Violante requested Board members set a date for the Department retreat. He requested that Board members email him Saturday dates over the next couple of months that do not work. Commissioner Violante will coordinate available dates and set a date for the retreat.

There were no other Board comments.

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**EXECUTIVE SESSION:**

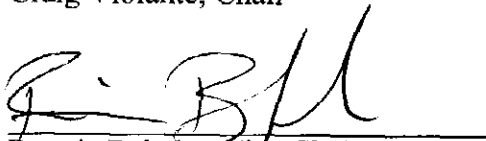
The Board went into a ten-minute Executive Session at 6:10 p.m. to discuss disposal of real estate under guidelines of RCW 42.30.110. The Executive Session ended at 6:20 p.m.

There was no further business or discussion and the meeting was adjourned at 6:20 p.m.

The next regular meeting of the Board of Fire Commissioners will be held on *Thursday May 8, 2008 at 4:30 P.M.*

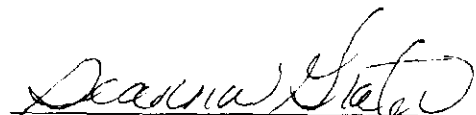
  
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Craig Violante, Chair

  
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Charlotte Ryan, Commissioner

  
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Ronnie Behnke, Vice Chair

  
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Russ Price, Commissioner

  
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Mike Warfel, Commissioner

  
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Deanna Gratzer, District Secretary

Attachment Meeting Agenda  
Fire District 40 Response Time  
Chief's Report  
RFEMS Training Facilities Rental Information  
KCFD40- Use of Facilities Policy/Procedure  
Logistics Warehouse Project  
Cash Transmitta  
Paul Witt Consulting Contract