

"FINAL"

King County Fire Protection District 40

Regular Commissioners' Meeting

January 10, 2013

5:00 p.m.

Commissioner
STEVE PARSONS

Commissioner
LINDA SARTNURAK

Commissioner
RONNIE LITTLE

Commissioner
MIKE WARFEL

Commissioner
CHARLOTTE RYAN

Chief
MARK PETERSON

Board Secretary
DEANNA GRATZER

CALL TO ORDER:

Commissioner Sartnurak called the regular meeting of the Board of Fire Commissioners for King County Fire Protection District 40 to order at 5:01 p.m. Commissioners present for the Call to Order: Sartnurak, Ryan, Parsons and Warfel. Also attending were District Secretary Deanna Gratzner, Consultant Paul Witt, Deputy Chief Erik Wallgren, Facilities Director Peter Renner and Battalion Chief Greg Hartman.

Commissioner Little requested an excused absence from January 10, 2013, regular meeting.

A **MOTION** was made by Commissioner Warfel and **SECONDED** by Commissioner Parsons to allow Commissioner Little an excused absence from the January 10, 2013 regular meeting. The **MOTION CARRIED (4-0)**.

Commissioner Warfel requested an excused absence from January 17, 2013, special meeting.

A **MOTION** was made by Commissioner Ryan and **SECONDED** by Commissioner Parsons to allow Commissioner Warfel an excused absence from the January 17, 2013 special meeting. The **MOTION CARRIED (4-0)**.

Commissioner Ryan requested an excused absence from January 31, 2013, regular meeting.

A **MOTION** was made by Commissioner Parsons and **SECONDED** by Commissioner Warfel to allow Commissioner Ryan excused absence from the January 31, 2013 regular meeting. The **MOTION CARRIED (4-0)**.

"FINAL"

ELECTION OF BOARD OFFICERS:

Commissioner Sartnurak called for nominations for Board Chair.

A **MOTION** was made by Commissioner Ryan and **SECONDED** by Commissioner Warfel to elect Commissioner Parsons to the position of Board Chair for the year 2013. **MOTION CARRIED (4-0)**

Commissioner Sartnurak called for nominations for Board Vice-Chair.

A **MOTION** was made by Commissioner Warfel and **SECONDED** by Commissioner Sartnurak to elect Commissioner Little to the position of Board Vice-Chair for the year 2013. **MOTION CARRIED (4-0)**

CITIZEN COMMENTS:

There were no citizen comments.

CORRESPONDENCE:

Correspondence received consisted of a Cash Transmittal Receipt in the amount of \$1,469.00 deposited to the Expense Fund. The deposit was for Verizon Wireless cell site lease payments.

FIRE CHIEF'S REPORT - Presented by Deputy Chief Erik Wallgren:

Safety/Support Services:

There is nothing new to report.

Response Operations:

There is nothing new to report.

Significant Incidents:

There were no significant incidents.

Communications:

The Communications staff worked with the Community Relations Workgroup on the second edition of the Fire District 40 newsletter "Fireline". The newsletter has been sent to press and will be delivered to all District 40 mailboxes (including all post office boxes) the week of January 14, 2013. The eight page newsletter includes topics on the Station 17 Remodel, Letter From The Chief, FD40 Year In Review, Getting To Know Your Firefighters (Steven Trujillo), Generator Safety Tips, Take Winter By Storm, Be Prepared For Winter Driving and Benefits of Benefit Service Charge. The newsletter is posted on the District's website.

"FINAL"

Office of the Fire Chief:

There is nothing new to report.

UNFINISHED BUSINESS:

There was no unfinished business.

CONSENT CALENDAR:

a. Minutes of the Regular Meeting - December 13, 2012

A **MOTION** was made by Commissioner Warfel and **SECONDED** by Commissioner Sartnurak to approve the consent calendar as presented. The **MOTION CARRIED (4-0)**.

NEW BUSINESS:

Board Retreat:

The Board retreat is scheduled for January 17, 2013 at 5:00 p.m. at Station 13.

WORKGROUP REPORTS:

Capital Facilities:

Facilities Director Peter Renner resolved a fuel tank issue at Station 17. King County did not have records of the decommissioning of the two underground fuel tanks formerly in service at the station. Consultant Paul Witt provided District records indicating the proper decommissioning of both tanks in 1989.

Commissioner Warfel requested Peter Renner to retain an environmental specialist to take soil samples as the trenches are being built in the immediate vicinity of the decommissioned fuel tanks.

Facilities Director Peter Renner reported the contractor is working on claiming 5-7 day construction delay. This is not unreasonable due to the asbestos issues.

The brick work is in progress and an excellent job is being done to match the new brick to existing brick.

Equipment:

There is nothing new to report.

Community Relations:

There is nothing new to report.

"FINAL"

Finance:

Consultant Paul Witt reported he is working with homeowners in the "No Man's Land" area to enter into agreements for fire protection. If homeowners choose not to enter into agreements with the District for fire protection, the homeowners will be sent a certified letter outlining their fire protection options and associated costs.

Special Projects:

Commissioner Ryan presented a handout "Rules of Procedure for the Board of Fire Commissioners" from the Shoreline Fire Department as an example document. Implementing rules of procedure will insure that costs are standardized for Board expenditures.

The workgroup wants to show the board is responsible, frugal and paying attention to expenditures in these times. Suggestions may include capping expenditures to \$500/year per person for expenditures outside of regular and special meetings of the Board.

CITIZEN COMMENTS:

There were no citizen comments.

ONCE AROUND THE TABLE:

Commissioner Sartnurak expressed interest in attending the Snure Saturday Seminar on February 9, 2013 in Lynnwood. Seminar topics include open public records and public meetings.

A **MOTION** was made by Commissioner Warfel and **SECONDED** by Commissioner Ryan authorizing Commissioner Sartnurak to attend the Snure Saturday Seminar on February 9, 2013. The **MOTION CARRIED (4-0)**.

EXECUTIVE SESSION:

There was no Executive Session.

There was no further business or discussion and the meeting was adjourned at 5:41 p.m.

The next regular meeting of the Board of Fire Commissioners will be held on **Thursday, January 31, 2013 at 5:00 P.M.**

"FINAL"



Steve Parsons, Chair




Mike Warfel, Commissioner

Ronnie Little, Commissioner

Charlotte Ryan, Commissioner



Linda Sartnurak, Commissioner



Deanna Gratzler, District Secretary

Attachment Meeting Agenda
Cash Transmittal
Chief's Report
Rules of Procedure for the Board of Fire Commissioners