

“FINAL”
King County Fire Protection District 40
Regular Commissioners' Meeting
April 14, 2016
5:00 p.m.

| | | |
|--------------------------------------|---------------------------------------|---|
| Commissioner STEVE PARSONS | Commissioner CHARLOTTE RYAN | Commissioner LINDA SARTNURAK |
| Commissioner RONNIE LITTLE | | Commissioner CHERYL NICHELSON |
| Chief MARK PETERSON | Deputy Chief ERIK WALLGREN | Board Secretary JULIE BRAY |

CALL TO ORDER:

Commissioner Ryan called the regular meeting of the Board of Fire Commissioners for King County Fire Protection District 40 to order at 5:03 p.m. Commissioners present for the Call to Order: Nicholson, Little, Parsons and Sartnurak. Also attending were Chief Peterson, Deputy Chief Wallgren, A/BC Seaver, Tracy Schuld, Board Secretary Bray, and realtors Darlene Johnson and Caren Tobolski. No Commissioners plan to be absent for the next meeting.

CITIZEN COMMENTS ON AGENDA ITEMS:

None

CORRESPONDENCE:

1. American Tower Corporation: This was tabled and re-introduced under Unfinished Business.
2. Washington State Auditors, WFOA Annual Report – 2015 and the KC Sheriff's Quarterly Report were all informational and required no action.

FINANCIAL REPORTS:

Tracy Schuld reported that Bias is offering a training class in Algona on April 26th on Annual Audit Report Financial Statements and the changes to BARS. The Board has budgeted for training classes and gave her permission to attend. She is having problems with the titles in her reports and she will bring it up at the training.

FIRE CHIEF'S REPORT:

1. Currently, the city is in contract negotiations with Renton Firefighters Local 864 to renew the 2013-2015 Collective Bargaining Agreement.
2. The Regional Fire Authority Planning Committee met on April 13 to review the RFA formation process, the draft bylaws and governing rules and adopt the job specifications and salary range for human resources and finance manager positions.
3. Commissioner Sartnurak asked about E171 and whether they were still experiencing problems with it. DC Wallgren informed her that the crews have been rotating it into primary service 3 days a month and recently used it at the pump academy. No problems have been noted.
4. A copy of the Fire Chief's report is attached.

UNFINISHED BUSINESS:

1. Sale of Station #42:

- a. American Tower: (a copy of the correspondence is attached). Commissioner Sartnurak suggested that Brian Snure respond back to American Tower.
- b. Gilroy Family Four/Kidder Mathews: They are requesting that the District hire an appraiser in addition to the appraiser they will be hiring. This part of the contract could be negotiable. They would like to have the right to extend the Feasibility Contingency for 180 days. (a copy of the correspondence is attached).
- c. Another interested party from San Diego was interested in the property, but they pulled out once they realized that the property would be impacted by the cell tower.
- d. Brian Snure concurred with the realtors that were attending. Parts of the contract from Kidder Matthew should be struck or renegotiated.
- e. DC Wallgren asked if either of the offers needed to have a written response. Commissioner Ryan requested that Brian draft a letter indicating that if they were willing to relocate the easement to a place where the rest of the property could be utilized. Erik will research which piece of property the easement is located on.

2. Cell Phones/City Email:

- a. Commissioner Ryan is having problems with her City email.
- b. Commissioner Nicholson informed her that she was having problems also and she went down to the City's IT department and they fixed it.
- c. Commissioner Sartnurak was locked out at one point and it has been fixed after talking to our IT department. Erik requested that all Commissioners submit their name and cell number to be used as their PIN. The passwords will need to be changed on the City email and it will also need to be changed on their phones. Erik will follow up on the problems.

CONSENT CALENDAR:

- Minutes of Regular Meeting – March 10 2016
- Expense Fund Vouchers - #160401001 - #160401009: \$9,474.56
- Payroll/EFTS- \$734.75

Commissioner Saturnak made a **MOTION** to approve the entire calendar; **SECONDED AND CARRIED (5-0)**. Commissioner Ryan requested that a typo be corrected in last weeks' minutes. Under Financial Reports, instead of Investment Pool reports it should read Financial reports. The typo was corrected in writing and initialed by the Board.

NEW BUSINESS:

None

WORKING GROUPS:

1. Capital Facilities: None
2. Equipment: None
3. Community Relations: Commissioner Little is trying to contact Brie about the newsletter.

WORKING GROUPS (Continued):

4. Finance: Commissioner Ryan attended the class on the Annual Report for the State Auditor. There is a section now that is just for Fire Districts. When she logs into the website, she has a choice of District 11 or District 40 using Deanna Gratzer's email. Tracy will see if she can fix it. The report is due on May 27th.
5. Special Projects: Commissioner Nicholson reported that she has contacted the Fairwood 50th Anniversary Group. They would like to borrow any memorabilia the District has. A fire engine has already been arranged to attend. Commissioner Nicholson met with Reagan Dunn regarding the anniversary.

CITIZEN COMMENTS:

None

EXECUTIVE SESSION:

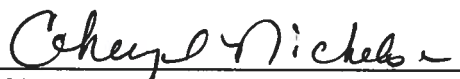
None

ONCE AROUND THE TABLE:

1. Commissioner Parsons reminded the Board that their F-1's are due to the CDC on the 18th of April (same as taxes).
2. DC Wallgren reported that the crews at Station 17 are performing public outreach at several of the schools in their area. The students get to perform a modified version of the combat challenge so they will know what it takes to be a firefighter. There are pictures and a story on the website.
3. DC Wallgren also reported that the CPR class for April was cancelled. The District is averaging about a 33% participation rate.
4. Commissioner Nicholson reported that the term of her office is incorrect on the website. DC Wallgren will have it fixed.

There was no further business or discussion and the meeting was adjourned at 5:45 p.m.

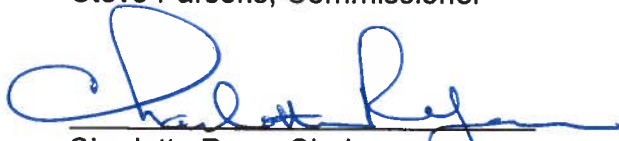
The next regular meeting of the Board of Fire Commissioners will be held on **Thursday, May 12, 2016 at 5:00 P.M.**


Cheryl Nicholson, Commissioner


Linda Sartnurak, Commissioner


Steve Parsons, Commissioner


Ronnie Little, Commissioner


Charlotte Ryan, Chair


Julie Bray, Board Secretary

Attachments: Meeting Agenda
King County District Report
Financial Reports
Correspondence – American Towers
Correspondence – Gilroy Family Four/Kidder Matthews