



**KING COUNTY FIRE PROTECTION
DISTRICT 40
BOARD OF FIRE COMMISSIONERS
REGULAR MEETING
12/08/2016**

DATE: December 8, 2016

PURPOSE: Regular Meeting

LOCATION: Fire Station 13, 18002 – 108th Ave SE, Renton

ATTENDANCE: **KCFD #40**

Commissioner Ryan
Commissioner Little
Commissioner Parsons
Commissioner Nichelson
Eric Quinn, Attorney

PUBLIC

Craig Soucy
Nicole Castilliano

RENTON

Fire Chief Rick Marshall
Jamie Thomas, Renton Finance
ABC/SO Erik Hammes
Lieutenant Neil Samuelsen
Firefighter Robert Hyslop
Firefighter Christopher Bracket
Firefighter Dominick Shannon
Firefighter Chris Bracken

CALL TO ORDER:

Board Chair Ryan called the regular meeting of the Board of Fire Commissioners for King County Fire Protection District #40 to order at 5:00 p.m. No Commissioners expect to be absent for the next meeting.

FINANCIAL REPORTS:

- Commissioner Ryan asked about the second half Renton promissory note payment. Jamie Thomas said she will look into it.
- Commissioner Little questioned a \$450 expense for a seminar expensed in May. Commissioner Ryan replied that it was for Tracy Schuld to attend training on the BIAS System.
- Commissioner Little also questioned a \$480 charge to her seminars line item in September. She had signed up for a seminar, but had called their office and cancelled. The District has not received a refund check. Jamie will look into it.
- Commissioner Ryan thanked Jamie Thomas for transferring \$85,000 to the Apparatus Fund as requested.

A copy of the September financial statements are attached.

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FIRE CHIEF'S REPORT:

- Chief Marshall would like to consolidate the Chief's Report rather than breaking it out into sections.
- He then asked the Board if they would prefer to just get statistics and activities for the District or for the whole RRFA. The Board agreed that they would like to receive the information for the whole RRFA.
- Commissioner Ryan really liked the new report. It's been broken out into a very comprehensible report.
- Commissioner Sartnurak really appreciated the extra information included in the report, such as the sobering house, etc.

A copy of Chief Marshall's report is attached.

OLD/UNFINISHED BUSINESS:

- **District Secretary Position:** Commissioner Ryan introduced Nichole Castilliano who is applying for the part-time position. She has been in the fire service for 13 years. She is familiar with the BAIS software and she has compiled reports/newsletters for the other districts. She is able to start in January. Commissioners Ryan and Little will work together on the interview process.
- **Fire Benefit Charge:** Commissioner Ryan distributed the letter that was sent to the taxpayers last year. The appeals deadline date will be February 28, 2017, with the appeals hearing scheduled for the March 9, regular meeting.

CORRESPONDENCE:

- Craig Soucy had sent an email to the Board regarding the manning at Station 17. Commissioner Ryan acknowledged its receipt and tabled the correspondence for this meeting. A copy of the correspondence is attached.

CONSENT AGENDA:

Approval of Minutes – November 10, 2016

Approval of Minutes – November 17, 2016

Expense Fund Vouchers - #161201001 - #161201005 for \$1,576.30

Payroll/EFTS - \$2,705.32

The Board tabled approval of the minutes for further review. Commissioner Nicholson made a **motion** to approve the Expense Fund Vouchers and Payroll; **seconded** by Commissioner Little. **Motion passed unanimously (5-0).**

NEW BUSINESS:

January Retreat Date: The Board agreed to hold the retreat on January 19, 2017 at 5:00 PM.

District Attorney: Commissioner Little stated that the District should have one consistent attorney instead of bringing in Joe or Eric Quinn when there is a conflict of interest between District 40 and the

Renton RFA. Commissioner Sartnurak asked that Brian Snure continue representing the District regarding the sale of Station 42. A decision will be made at the retreat.

WORKGROUP REPORTS:

Capital Facilities: The prospective buyer for the Station 42 property has completed a feasibility study. However, since they experienced a death in the family, they have asked that the deadline be extended to December 8 (today). They have requested another three-day business day extension. Commissioner Little made a **motion** to authorize the Board Chair to sign the extension; **seconded** by Commissioner Nichelson. **Motion carried (5-0).**

Equipment: Commissioner Parsons asked the Chief what the price of an engine is at today's rate. Chief Marshall informed him that the RRFA is paying \$1.2 million for 2 units (approximately \$600,000 apiece).

Community Relations: None

Finance: None

Special Projects: None

CITIZEN COMMENT:

- Craig Soucy, Fairwood, encouraged the Board to piggy-back on to another department if they were thinking about purchasing an engine. They would get a better rate.

SEMINARS/MEETINGS/CONFERENCES:

None

EXECUTIVE SESSION

None

GOOD OF THE ORDER:

- Chief Marshall asked the Board how they would like to handle the Fire District Receipts that are required by the County. Up until this time, they have been handling the issue. Since the District is in the process of hiring a district secretary, would they rather the receipts get handled by the RRFA or the District? The Board decided to have the RRFA handle them.
- Commissioner Sartnurak informed the Board of a Lecture/Round Table that will be held at Station #21 in Lakewood on December 16. The subject will be the relationships between Governance Board and the Fire Chief.

ADJOURNMENT:

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There was no further business or discussion and the meeting was adjourned at 5:55 p.m.

The next regular meeting of the Board of Fire Commissioners will be held on **Thursday, January 12, 2017 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:

Financial Reports
Fire Chief's Report
Email from Craig Soucy