

SNOHOMISH COUNTY FIRE PROTECTION DISTRICT #17

BOARD OF COMMISSIONERS

REGULAR MEETING

APRIL 13th, 2015

The Meeting was called to order by Chairman Hayes at 6:00 p.m.

Board members in attendance were: Kevin Hayes, John Gillett and Bill Gillam.

Staff members in attendance were: Chief Jim Haverfield, Office Assistant Gerry James, Firefighter Bill Dane, Firefighter Jim Glover, Firefighter Jeff Torgerson and Chaplain Joe Cassidy.

WELCOME VISITORS

Visitors present were Vicki Cargile of VIC Associates and Brian Harris from TCA. Both were present for the Planning Session to be held later in the meeting.

APPROVE PREVIOUS MEETING MINUTES

Commissioner Gillam made a motion to approve the meeting minutes of the Regular Meeting of March 12th, 2015, and the Planning Session held on March 19th, 2015, as presented. Chairman Hayes seconded the motion. Motion was approved unanimously.

FIREFIGHTER'S REPORT

Association Report

Firefighter Bill Dane provided the Association Report:

1. No Meeting has been held and no decision has been made on how to move forward.
Kevin Glover has been working on forming a meeting.

Local Report

Firefighter Bill Dane provided the Local Report:

1. No report.

SECRETARY'S REPORT

April 2015 Payroll

Commissioner Gillam made a motion to approve the payroll as submitted for the month of April 2014 in the amount of \$ 88,846.09. Commissioner Gillett seconded the motion. Motion was approved unanimously.

February 2015 Financial Reports

Commissioner Gillett made a motion to approve the February 2015 Financial Reports as presented. Commissioner Gillam seconded the motion. Motion was approved unanimously. (Appx. A)

Voucher Approval Documents

Commissioner Gillett made a motion to approve the financial transactions for March 2015 and April 2015, as follows:

1. Voucher approval document #03027- #03046 in the amount of \$ 11,793.63; and
Voucher approval document #04001 - #04026 in the amount of \$ 16,902.12. (Appx. B).

Commissioner Gillam seconded the motion. Motion was approved unanimously.

CHIEF'S REPORT

(Appx. C)

The monthly run totals was presented to the Board.

UNFINISHED BUSINESS

Letters of Interest (Upcoming Board Vacancy)

Letters of Interest for the upcoming Board vacancy were submitted by Steven Berg, Ronald Stephenson, and Jesse James.

The letters of interest will be reviewed further in Executive Session and interviews scheduled for a later date.

BOARD PRESENTATION

Commissioner Gillam was recognized for his 10 years of service as a Commissioner for Fire District 17 and other community service.

Commissioner Gillam was presented with an Ax Plaque thanking him for his service.

Commissioner Gillam stated serving on the Board and working with the Fire District has been very rewarding to him.

PLANNING SESSION (Future Fire Station)

Vicki Cargile (VIC Associates) and Brian Harris (TCA) were present for the Planning Session. Vicki Cargile presented a spread sheet which provided a pre-design cost estimate comparison for the following construction projects:

- Snohomish County Fire District 17
- Kittitas Fire Station
- Kennewick Fire Station
- Issaquah Fire Station
- SeaTac Fire Station
- Mercer Island Fire Station

The average cost per square foot for building construction is \$287.20 per sf and our proposed costs is \$263.07 per sf.

On top of the construction costs are the soft costs which are approximately 45%.

Chairman Hayes stated our next step is to figure out our debt capacity.

Brian Harris stated Phase I of the design is complete and Phase II can be completed after the bond election.

Chief Haverfield stated we will need to execute a Non-Binding Agreement with the bonding representative.

The attorney will review this agreement prior to execution.

EXECUTIVE SESSION (RCW 42.30.110(G))

The Board adjourned to Executive Session at 7:10 p.m. for a period of 20 minutes until 7:30 p.m. to discuss matters relating to personnel.

The meeting reconvened at 7:30 p.m.

Interviews for the Commissioner Vacancy will be scheduled for April 23rd, 2015.

The meeting was adjourned at 7:30 p.m.



Chairman Hayes



Commissioner Gillett

Commissioner Gillam