

SNOHOMISH COUNTY FIRE PROTECTION DISTRICT #17
BOARD OF COMMISSIONERS
REGULAR BOARD MEETING
December 13th, 2017

The meeting was called to order by Chairman Hayes at 7:00pm.

Board members in attendance were: Chairman Hayes, Commissioner Stephenson, and Commissioner Jesse James.

Staff members in attendance were: Chief Jim Haverfield, Office Assistant Rebecca Duncan, Capt. Ted Bergstrom, Firefighter Jim Glover, Firefighter Levi Hunt, Firefighter Carlos Manzanares, Firefighter Kevin Glover, and Chaplain Joe Cassidy.

CONSENT AGENDA

Chief Haverfield noted that Voucher #12035 in the amount of \$ 274.86 was a reimbursement to himself which was an Amazon purchase which inadvertently used his personal credit card. The items purchase for Voucher #12035 was a 12 cup Bun Commercial Coffee Maker and a 50' CAT6 cable.

- Approval of voucher document (**Expense**)
 - #12001 - #12028 in the amount of \$ 20,863.20.
 - #12029 - #12041 in the amount of \$ 84,489.02.

- Approval of voucher document (**Apparatus/Equipment**)
 - #12001 in the amount of \$ 11,249.37
 - #12002 - #12003 in the amount of \$ 4,489.20

- Approval of voucher document (**Land/Facilities**)
 - #12001 - #12002 in the amount of \$ 18,575.62
 - #12003 in the amount of \$ 259.20.

MOTION: Commissioner James made a motion to approve the consent agenda as presented. Chairman Hayes seconded the motion. Motion was approved unanimously.

Association Report

Firefighter Kevin Glover updated the board on the election of new Board Members to the Firefighter's Association; Firefighter Jackson Olney was elected for President and Firefighter Sergio Carrillo is the newly elected Vice President. Firefighter Kevin Glover stated that Christmas House reached a total of 440 families this year, which was on December 9th, 2017 as well as 9 more families that have come in after to collect toys for their families. It was also announced that today was Part-Time Firefighter Carlos Manzanares' last shift with the District as he will be beginning a full-time position with Shoreline Fire Department.

Local Report

Captain Bergstrom suggested that a Labor/Management meeting was needed to further discuss the annual medical exams required for full-time employees.

Chief's Report

Activity Report

Chief Haverfield provided the board with the activity report that included:

- Activity Report for November 2017 which included a total of 190 alarms.

Chief Haverfield stated that our Annual Firefighter Appreciation Banquet will be held on January 20th, 2017 at the Gleneagle Golf Course. The social hour will be held at 5:30 P.M. with dinner to follow at 6:30 P.M.

New Business

2018 Capital Fund Budgets

- Chief Haverfield updated the board with the projection of the 2018 Capital Fund Budget and will have firm numbers for the board by next Board meeting.

Lexipol 1203; Captain Job Description

- Chief Haverfield made revisions to policy number 1203.4, regarding the hiring process and appointing of a Captain.

MOTION: Chairman Hayes made a motion to adopt the revision made to Lexipol 1203. Commission Stephenson seconded the motion. Motion was approved unanimously.

Lexipol 109; Anti-Retaliation

In reviewing the draft policy Chief Haverfield stated his concerns on anonymous complaints. Chief feels any complain made should be in writing and with the individual's name attached. Chairman Hayes read into record Lexipol 109, Anti-Retaliation policy and noted his concern on how it may be hard to keep any complaints anonymous. Chief Haverfield will consult with our attorney with this specific policy to see what is needed to be kept in the policy and what can be omitted.

Unfinished Business

2018 Operating Budget

- Chief Haverfield went over the 2018 operating budget and updated the board on the changes.

Reports from the Board/Good of the Order

Commissioner Stephenson updated the Board that the Granite Falls City Council is in the process of adopting a 33' building height limit for residential occupancies.

The Regular Board Meeting was recessed at 7:58 p.m.

Chairman Hayes

Commissioner Stephenson

Commissioner James

APPROVED

SNOHOMISH COUNTY FIRE PROTECTION DISTRICT #17

BOARD OF COMMISSIONERS

REGULAR BOARD MEETING

December 27th, 2017

The meeting was reconvened by Chairman Hayes at 9:00 a.m.

Board members in attendance were: Chairman Hayes, Commissioner Stephenson, and Commissioner Jesse James.

Staff members in attendance were: Chief Jim Haverfield, Office Assistant Rebecca Duncan, Capt. Ted Bergstrom, Capt. Bill Dane, Firefighter Jim Bansbach, Firefighter Ryan Scott, Firefighter Jim Glover, Firefighter Kevin Glover, Firefighter Dmitry Pshenichnyy, Firefighter Levi Hunt, and Chaplain Joe Cassidy

Visitors

Friends and families of Capt. Bill Dan and Firefighter Levi Hunt

Badge Pinning Ceremony

Captain Bill Dane was sworn in as the new Assistant Chief for Snohomish County Fire District #17. Firefighter Levi Hunt was sworn in as a Full-Time Probationary Firefighter with the District. Both members received a ceremonial badge pinning with family and friends in attendance.

Following the badge pinning Chairman Hayes called for a 10-minute recess at 9:05 a.m. The meeting was reconvened at 9:15 a.m.

Unfinished Business

Purchase and Sales Agreement Amendments

Chief Haverfield noted that there were three amendments from the previous purchase and sale agreement including the expected closing date, the acceptance date and the granting of utility easements to the City of Granite Falls.

MOTION: Chairman Hayes made a motion to approve the amendments to the previously approved purchase and sale agreement with Miller Shingle. Commissioner James seconded the motion. Motion was approved unanimously.

2018 Budget Authorization

Chief Haverfield updated the board with the final budget numbers for both the 2018 Operating Budget as well as the 2018 Capital Accounts. Chairman Hayes read into record Resolution 2017-06 Budget Authorization.

MOTION: *Chairman Hayes made a motion to adopt Resolution 2017-06 as presented. Commissioner Stephenson seconded the motion. Motion was approved unanimously.*

The Regular Board Meeting was Adjourn at 9:28 A.M.

Chairman Hayes

Commissioner Stephenson

Commissioner James

APPROVED