

SNOHOMISH COUNTY FIRE PROTECTION DISTRICT #17

BOARD OF COMMISSIONERS

REGULAR BOARD MEETING

November 9th, 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, Captain Bill Dane, Firefighter's Jim Glover, Colin Nash, Kevin Glover, Isaac Johnson, Gian Dalle, Michael Collier and Ryan Scott.

Visitors in attendance were: Karen Glover

CONSENT AGENDA

- Approval of meeting minutes for October 2017
- Approval of November 2017 payroll in the amount of \$ 99,799.02.
- Approval of October 2017 Financial Reports.

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

FIREFIGHTER'S REPORT

Association Report

The Firefighter's Association will be assisting in every possible way with the 2017 Christmas House which will be held on Saturday, December 9th.

\$ 3,500 was raised for at the recent Fiesta Fundraiser through the Firefighter's Association specifically for Christmas House. Playa Bonita itself made a large contribution toward the event.

Nash reported that the bike program had been put on-hold just for a brief period of time due to the commitment of staff toward the entry-level examination process.

Local Report- The local is looking forward to the upcoming changes expected for 2018.

CHIEF'S REPORT

Activity Report

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

- Activity Report for October 2017 which included a total of 173 alarms.

Chief Haverfield gave an overview of the merger between SNOPAC-SNOCOM which will take effect on January 1, 2018 with the expectation that both centers will be under one roof sometime in late 2018. The new communications center will now be called Snohomish County 911. An agenda item is scheduled for the Board's consideration of a new ILA.

NEW BUSINESS

Resolution 2017-03

The resolution title was read aloud by Chairman Hayes. Due to the length of this resolution the entire text was not read aloud.

MOTION: Chairman Stephenson made a motion to approve Resolution 2017-03 as presented. Commissioner James seconded the motion. **Motion was approved unanimously.**

Tax Certification Public Hearing Date

The Board agreed to hold the required public hearing for the 2018 Tax Certification on November 21st, 2017 at 7:00 p.m.

EXECUTIVE SESSION

The Board adjourned to Executive Session pursuant of RCW 42.30.110 (b) and (g) at 7:20 p.m. for a period of 30 minutes. At 7:50 p.m. the executive session concluded.

The regular meeting was reconvened at 7:50 p.m.

UNFINISHED BUSINESS

Future HQ Station Planning

No discussion or action at this time.

2018 Operating Budget

The Board reviewed the draft 2018 operating budget at the workshop held prior to this meeting.

Assistant Chief Position

Chairman Hayes made a motion to accept Chief Haverfield's recommendation to offer Bill Dane the position of Assistant Chief effective January 1, 2018. Commissioner James seconded the motion. The motion was approved unanimously.

Entry-Level Testing Process

Chairman Hayes made a motion to authorize Chief Haverfield to make a conditional offer of employment to the candidate recommended by Haverfield with a start date of January 1, 2018. Commissioner Stephenson seconded the motion. The motion was approved unanimously.

REPORTS FROM THE BOARD

The Board thanked staff for their help and support with the recent EMS levy passage. At the current time the EMS levy was passing with a 64% yes vote.

EXECUTIVE SESSION

The Board adjourned to Executive Session pursuant of RCW 42.30.110(g) at 8:00 p.m. for a period of 30 minutes to discuss a draft employment agreement with Bill Dane.

The regular meeting was reconvened at 8:30 p.m. with no action taken.

The Regular Board Meeting was recessed at 8:30 p.m. until November 21st at 7:00 p.m.

Chairman Hayes

Commissioner Stephenson

Commissioner James

APPROVED

SNOHOMISH COUNTY FIRE PROTECTION DISTRICT #17
BOARD OF COMMISSIONERS
REGULAR BOARD MEETING
November 21st, 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. Bill Dane, Firefighter Kurt McNallie and Chaplain Joe Cassidy.

PUBIC HEARING – 2018 Tax Certification: Chairman Hayes opened the public meeting for comments at 7:00 P.M. No public comments were made, therefore Chairman Hayes closed the public comment period at 7:02 P.M.

CONSENT AGENDA

- Approval of voucher document (**Expense**)
 - #11001 - #11028 in the amount of \$ 30,973.14.
 - #11029 - #11039 in the amount of \$ 4,271.29.

- Approval of voucher document (**Apparatus/Equipment**)
 - #11001 in the amount of \$ 558.84.

- Approval of voucher document (**Land/Facilities**)
 - #11001 - #11003 in the amount of \$ 1,398.73.

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

NEW BUSINESS

Resolution 2017-04 Chairman Hayes read aloud Resolution 2017-04, a Resolution authorizing a tax increase for the amount of \$ 18,163.89 which is a 1.000% increase from the previous year.

MOTION: Chairman Hayes made a motion to adopt Resolution 2017-04 authorizing a tax increase of 1.000%. Commissioner Ron Stephenson seconded the motion. **Motion was approved unanimously.**

2018 Tax Certification- Chief Haverfield updated the board on the Tax Certification which includes Resolution 2017-05. Resolution 2017-05 was read into record by Chairman Hayes.

MOTION: Chairman Hayes made a motion to adopt Resolution 2017-05 as presented. Commissioner Ron Stephenson seconded the motion. **Motion was approved unanimously.**

EXECUTIVE SESSION RCW 42.30.110 (b) and (g)

The Board adjourned to Executive Session pursuant of RCW 42.30.110 (b) and (g) at 7:15 p.m. for a period of 45 minutes.

The regular meeting was reconvened at 8:00 p.m. with the following discussion:

UNFINISHED BUSINESS

Future HQ Station Planning- Chairman Hayes informed the members present that the Board had been in discussions with Miller Shingle regarding a potential future station site of 4.92 acres located on Gun Club Road that they have for sale. Chairman Hayes confirmed that the Board had negotiated a purchase and sale agreement and was prepared to vote on the purchase of the property. It was noted that there is an extensive feasibility period for the district to ensure that the site is suitable for a future facility.

MOTION: Chairman Hayes made a motion to approve the purchase and sale agreement between the Fire District and Miller Shingle for the purchase of 4.92 acres on Gun Club Road. Commissioner James seconded the motion. **Motion was approved unanimously.**

Chief/Assistant Chief Employment Agreements – Chairman Hayes noted that an employment agreement has been prepared for Bill Dane as the Assistant Fire Chief as well as amendments to Fire Chief Haverfield’s existing employment agreement.

MOTION: Chairman Hayes made a motion to approve the employment agreement for Bill Dane as the Assistant Fire Chief effective January 1, 2018. Commissioner James seconded the motion. **Motion was approved unanimously.**

MOTION: Chairman Hayes made a motion to approve the amendments to the employment agreement of Fire Chief Jim Haverfield effective December 1, 2017. Commissioner Stephenson seconded the motion. **Motion was approved unanimously.**

BVFF Meeting

Chief Haverfield brought to the attention of the Board that an employee, while on shift was experiencing chest pain/shortness of breath, and in general not feeling well. At this time another employee witnessed the symptoms and stated that the employee was not looking well. Capt. Dane was called and medic’s arrived to assist. The employee didn’t want to go to the Hospital due to not having Insurance. Capt. Dane expressed to the employee that a Hospital trip was needed and necessary. Due to the employee not having Insurance to pay for medical bills, Chief

Haverfield recommended that we process any and all bills through BVFF and would need approval from the Board.

MOTION: Commissioner Jesse James made a motion to approve the Invoice Vouchers for BVFF. Commissioner Ron Stephenson seconded the motion. **Motion was approved unanimously.**

The meeting was adjourn at 8:21 p.m.

Chairman Hayes

Commissioner Stephenson

Commissioner James

APPROVED