

SNOHOMISH COUNTY FIRE PROTECTION DISTRICT #17

BOARD OF COMMISSIONERS

REGULAR BOARD MEETING

July 11th, 2019

The meeting was called to order by Chairman Hayes at 8:00 a.m.

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

Staff members in attendance were: Chief Jim Haverfield, Assistant Chief Bill Dane, Office Assistant Rebecca Duncan, Captain Ted Bergstrom, Captain Jim Glover, Firefighter Cable Hoover, Firefighter Levi Hunt, Firefighter Kevin Glover, Firefighter Britton Kinder and Chaplain Joe Cassidy.

Visitors- Rick Ainley

CONSENT AGENDA

- Approval of Minutes from June 2019
- Approval of Voucher Documents (**Expense**)
 - # 090603001 - # 090603010 in the amount of \$ 1,608.19.
 - # 090701001 - # 090701021 in the amount of \$ 19,921.11.
- Approval of Voucher Documents (**Apparatus/Equipment**)
 - # 090604001 in the amount of \$ 1,049.95.
 - # 090505001 in the amount of \$ 852.63.
- Approval of Voucher Documents (**Land/Facilities**)
 - # 090605001 - # 090605002 in the amount of \$ 1,444.77.
 - # 090702001 - # 090702004 in the amount of \$ 2,212.15
- Approval of July 2019 Payroll in the amount of \$ 122,599.66.
- Approval of June Financial Reports.

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

Association Report

Firefighter Britton Kinder updated the board on the associations finances which are in good standing. The association will be sponsoring 3 firefighters to the Portland Firemanship Conference.

LOCAL REPORT

Captain Ted Bergstrom provided an update on the local's assistance to promote Proposition 1.

CHIEF'S REPORT

Activity Report

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

- Activity Report for April 2019: Total alarms-193.

Chief Haverfield requested that the Board consider a second meeting for July to hold the badge pinning ceremony for Firefighter Britton Kinder.

Chief Haverfield presented the 2nd quarter budget to the Board and suggested that it be reviewed at the next regular meeting once they have time to look it over.

Chief Haverfield proposed an Interlocal Agreement for Support Services with Darrington Fire for consideration. The Board requested legal review before consideration of the ILA.

Chief Dane updated the board on training progress and all shifts are almost at 100%. The projects are moving forward, and the classroom is at 70% completion. The carpet will be installed on Monday, July 15th and will take approximately 3 days for installation.

NEW BUSINESS

Transport Billing Procedures- Chief Haverfield requested clarification on sending overdue accounts to collections. The Board was unanimous in agreeing that the current practice would not change.

2nd Quarter Budget Review- Provided to the Board for review at our next meeting.

BVFF

This is a continuation from last meeting with the same employee. This employee is still, as of today, not cleared for duty. An invoice for Engineered Sports Therapy will need to be considered.

MOTION: Chairman Hayes made a motion to approve the BVFF Voucher. Commissioner James seconded the motion. **Motion was approved**

UNFINISHED BUSINESS

Future Fire Station HQ Property Update- Chief Haverfield reported that the feasibility process has been completed but at this time we do not have the official reports to release feasibility.

Reports from the Board/Good of the Order

No Report

Executive Session - The Board adjourned to Executive Session pursuant of RCW 42.30.110 (1)(g) at 8:40 a.m. for a period of 20 minutes. Executive Session ended at 9:00 a.m.

The Regular Board Meeting was Recessed at 9:00 a.m.

Chairman Hayes

Commissioner Stephenson

Commissioner James

APPROVED

SNOHOMISH COUNTY FIRE PROTECTION DISTRICT #17

BOARD OF COMMISSIONERS

REGULAR BOARD MEETING

July 24th, 2019

The meeting was called to order by Chairman Hays at 5:00 a.m.

Visitors - Family of Firefighter Britton Kinder and Charles Waite

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

Staff members in attendance were: Chief Haverfield, Assistant Chief Dane, Office Assistant Rebecca Duncan, Office Assistant Kim Macomber, Captain Ted Bergstrom, Firefighter Levi Hunt, Firefighter Brandon Skeith, Firefighter Cassandra Waite, Firefighter Ryan Scott, Firefighter Rachel Wood, Firefighter Henry Blankenship and Chaplain Joe Cassidy.

CONSENT AGENDA

- Approval of Voucher Documents (**Expense**)
 - # 090703001 - # 090703021 in the amount of \$ 114,973.77.
- Approval of Voucher Documents (**Land & Facilities**)
 - # 090704001 in the amount of \$ 466.48.

MOTION: Commissioner Stephenson made a motion to approve the Consent Agenda. Commissioner James seconded the motion. **Motion was approved unanimously**

Badge Pinning Ceremony- Recessed regular meeting at 5:05 p.m.

Badge Pinning Ceremony held for Firefighter Britton Kinder.

Reconvened Regular meeting 5:15 p.m.

NEW BUSINESS

Employment Letter - Chief Haverfield and Assistant Chief Dane updated the board on the hiring of new Office Assistant Kim Macomber.

MOTION: Chairman Hayes made a motion to approve the Employment Letter for Office Assistant Kim Macomber. Commissioner James seconded the motion. **Motion was approved unanimously**

UNFINISHED BUSINESS

2nd Quarter Budget Review- Chief Haverfield updated the board with the current budget standings. Chief Haverfield went over any accounts that may be close or over the allotted budget amount.

Contracted Support Services ILA- Snohomish #24- Chief Haverfield updated the board on the information from our attorney after he reviewed the documents. Brian Snure did not have any issues with the document as written.

MOTION: Chairman Hayes made a motion to approve the ILA for Support Services with Snohomish Fire District #24. Commissioner Stephenson seconded the motion.
Motion was approved unanimously

Future Fire Station HQ Property Update - Chief Haverfield updated the board on the completion of the feasibility study and that Architect Brian Harris and Project Manager Vickie Cargile was satisfied with the final reports. Chief Haverfield suggested to the Board that the feasibility for the Fire District be removed and we move forward with the purchase and sale agreement.

MOTION: Chairman Hayes made a motion to remove the feasibility period and continue with property purchase and sale agreement, authorizing Chief Haverfield to execute the necessary documents on behalf of the Fire District. Commissioner James seconded the motion.
Motion was approved unanimously

The Regular Board Meeting was adjourned at 5:31 p.m.

Chairman Hayes

Commissioner Stephenson

Commissioner James

