

**SNOHOMISH COUNTY FIRE PROTECTION DISTRICT #17**

**BOARD OF COMMISSIONERS**

**REGULAR BOARD MEETING**

**November 8<sup>th</sup>, 2018**

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

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

Staff members in attendance were: Chief Haverfield, Assistant Chief Bill Dane, Office Assistant Rebecca Duncan, Captain Ted Bergstrom, Captain Jim Glover, Firefighter Kurt McNallie, Firefighter Keven Glover, Firefighter Levi Hunt and Firefighter Brandon Skeith.

**CONSENT AGENDA**

- Approval of Voucher Documents (**Expense**)
  - # 081101001 - # 081101035 in the amount of \$ 31,803.79.
- Approval of Voucher Documents (**Apparatus & Equipment**)
  - # 081102001 - # 081102003 in the amount of \$ 2,088.33.
- Approval of Voucher Documents (**Land & Facilities**)
  - # 081103001 - # 081103003 in the amount of \$ 2,012.58.
- Approval of November Payroll in the amount of \$ 113,801.23.
- Approval of October Financial Reports.

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

**FIREFIGHTERS REPORT**

*Association Report*

Firefighter Kevin Glover updated the board on the annual Fundraiser being held at Play Bonita on November 16<sup>th</sup> from 5 p.m. to 9 p.m. to help raise fund for Christmas House.

*Local Report*

Captain Ted Bergstrom updated the board on their upcoming meeting.

*Chief's Report*

Activity Report

Total Alarms-188

Chief Haverfield updated the board on the Washington Survey & Rating Bureau. The Fire District received the re-evaluation of our insurance protection classification on the 18<sup>th</sup> of

October. The Insurance companies use these ratings to set rates. Chief Haverfield stated that we should know by the end of the year of our updated rating.

Chief Haverfield continued discussion on the Swiftwater program from our last meeting. In that meeting we discussed the immediate suspension of the current water rescue program but it was also acknowledged of the need to be proactive with informing our community about potential flood events. The best way to communicate with our public is through social media (Facebook) as well as A-Boards within the affected communities. Chief Haverfield is in discussions with other Fire agencies that have similar issues.

#### CERT Update

The CERT trainees (22) will finish up their 10 week training this week which will conclude on Saturday, November 10<sup>th</sup>.

Chief Haverfield updated the Board on important upcoming dates.

Saturday, November 10<sup>th</sup> – CERT Exercise

Thursday, November 15<sup>th</sup> – Tax Certification Public Hearing

Saturday, November 17<sup>th</sup>- Group Photo

Saturday, December 1<sup>st</sup>- Christmas House Shopping at Fred Meyer's

Saturday, December 8<sup>th</sup>- Christmas House

December 14<sup>th</sup>, 15<sup>th</sup> & 16<sup>th</sup>- Santa Cruise

Saturday, January 12<sup>th</sup>, 2019 –Firefighter's Appreciation Dinner

#### **NEW BUSINESS**

RESOLUTION 2018-09 - Resolution Authorizing a Tax Increase for the Expense Levy- Board Review only-No Action Taken.

RESOLUTION 2018-10- Resolution Authorizing A Tax Increase for the EMS Levy- Board Review only- No Action Taken.

#### *Entry Level Firefighter Conditional Offer of Employment*

Chief Haverfield stated that we have the funding established in the 2019 operating budget for an entry-level firefighter and would like to move forward with the conditional offer of employment.

**MOTION:** Commissioner James made a motion to approve the Entry-Level Firefighter Conditional Offer. Chairman Hayes Seconded the motion. **Motion was approved**

## **UNFINISHED BUSINESS**

### Fire Station Property Update

Chief Haverfield updated the board on the Miller Shingle property. The last extension was to expire at the end of October. Miller Shingle has received positive feedback from the PUD relating to a hook up of a master meter, which is estimated to cost around \$250,000.00 to \$300,00.00. While they continue to wait for additional estimates to come in, they have requested an additional extension for feasibility through the end of 2018. Chief Haverfield granted an extension to Miller Shingle through the end of the year.

2019 Draft Operating Budget (3<sup>rd</sup> draft) - Chief Haverfield updated the board on a couple of changes to the 2019 operating budget.

## **REPORT FROM THE BOARD/GOOD OF THE ORDER**

No Report

**The Regular Board Meeting was recessed at 8:42 A.M.**

---

**Chairman Hayes**

---

**Commissioner Stephenson**

---

**Commissioner James**

**APPROVED**

**SNOHOMISH COUNTY FIRE PROTECTION DISTRICT #17**

**BOARD OF COMMISSIONERS**

**REGULAR BOARD MEETING**

**November 15<sup>th</sup>, 2018**

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

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

Staff members in attendance were: Chief Haverfield, Assistant Chief Bill Dane, Office Assistant Rebecca Duncan, Captain Jim Glover, Firefighter Don Hogan and Firefighter Kevin Glover.

**PUBLIC HEARING**

Chairman Hayes opened the Public Hearing at 7:00 p.m. Chairman Hayes closed the Public Hearing at 7:01 p.m. as there were not comments for the Board related to the 2019 Tax Certification.

**NEW BUSINESS**

*Lexipol 1007; Part-Time Duty Program*

Chief Haverfield updated the board that changes have been drafted for this policy that increases the rate of pay for part-time employees consistent with the updated minimum wage scale of \$12.00 per hour as of January 1<sup>st</sup>, 2019.

**MOTION:** Chairman Hayes made a motion to approve Lexipol 1007 with the noted changes. Commissioner James Seconded the motion. **Motion was approved**

**UNFINISHED BUSINESS**

Resolution 2018-09- A Resolution Authorizing a 1% Tax Increase for the Expense Levy.

**MOTION:** Chairman Hayes made a motion to approve Resolution 2018-09. Commissioner Stephenson seconded the motion. **Motion was approved**

Resolution 2018-10- A Resolution Authorizing a 1% Tax Increase for the EMS Levy.

**MOTION:** Chairman Hayes made a motion to approve Resolution 2018-10. Commissioner Stephenson seconded the motion. **Motion was approved**

Resolution 2018-11- Adopting the 2019 Tax Certification.

**MOTION:** Chairman Hayes made a motion to approve Resolution 2018-11. Commissioner Stephenson seconded the motion. **Motion was approved**

**The Regular Board Meeting was Adjourn 7:08 P.M.**

\_\_\_\_\_  
**Chairman Hayes**

\_\_\_\_\_  
**Commissioner Stephenson**

\_\_\_\_\_  
**Commissioner James**

**APPROVED**