

**SNOHOMISH COUNTY FIRE PROTECTION DISTRICT #17**

**BOARD OF COMMISSIONERS**

**REGULAR BOARD MEETING**

**November 14<sup>th</sup>, 2019**

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

Board members in attendance were: Chairman Kevin Hayes, Vice-Chair Ron Stephenson, Commissioner Jesse James, Commissioner Rick Hjelle and Commissioner John Gillett (via Skype).

Staff members in attendance were: Fire Chief Jim Haverfield, Assistant Fire Chief Bill Dane, Office Assistant Kim Macomber, Captain Jim Glover, Firefighter Kevin Glover, Firefighter Levi Hunt, Firefighter Laura Koty, Firefighter James Stewart, Firefighter Kurt McNallie, Firefighter Madison Wood and Chaplain Joe Cassidy.

Visitor: Evan Adolf

**CONSENT AGENDA**

- Approval of Minutes from October 2019
- Approval of Voucher Documents #611 - #647
  - **Expense** in the amount of \$ 30,261.15
  - **Apparatus/Equipment** in the amount of \$ 27,837.10
  - **Land/Facilities** in the amount of \$ 837.10
- Approval of November Payroll
- Approval of October Financial Reports

**MOTION:** Vice-Chair Stephenson made a motion to approve the consent agenda as presented. Commissioner James seconded the motion. **Motion was approved**

**ASSOCIATION REPORT**

Firefighter Kevin Glover reported that the Firefighter's Association raised just over \$4,200.00 at the Playa Bonita Fundraiser. The Association is getting ready for Christmas House and Santa Cruise. Additionally, the Association was gifted a 28' Carver boat which they are preparing to sell. They are hoping to sell it for \$10,000.

**LOCAL REPORT**

No Report

## **CHIEF'S REPORT**

### *Activity Report*

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

- Activity Report for October 2019: Total alarms-151.

Chief Haverfield reported to the board that he has spoken with both our Architect Brian Harris and Project Manager Vicki Cargile regarding the potential construction of a training structure on the Gun Club Road site. They noted several advantages of incremental progress at our future station site which include cost savings (due to inflation), showing progress to the public on moving forward with some aspect of the project and reducing the overall amount of a bond. The only disadvantage discussed, was mobilization costs since this project would be separate from the actual station construction. Chief Haverfield would like to further discuss this and strongly consider moving forward with this concept.

Chief Dane reported that the Captain's bedroom is complete, and Station 87 can now sleep 5 Firefighter's.

Chief Dane updated the board that the delivery date for the powered cots is December 19<sup>th</sup>. The stair chairs have arrived. The first one has been mounted and the other two will be mounted today.

Chief Dane stated that the department is looking at a new training software program. He explained that we are trying to find one that has everything we need for tracking and reports at a reasonable cost.

Finally, Chief Dane reported that Jim Bansbach has received his conditional offer of full-time employment. His anticipated start date is 01/01/20.

## **NEW BUSINESS**

### **a. Resolution 2019-09**

Chairman Hayes read resolution 2019-09 to increase the max range and target amount for leave buy-out and the Emergency Reserve accounts.

Chief Haverfield informed the board that the current maximum for leave buyout is \$80,000 and the current Emergency Reserve is \$700,000. Chief Haverfield explained to the board what the Emergency Reserve has been used for in the past.

**MOTION:** Commissioner James made a motion to approve and sign Resolution 2019-09 as read. Commissioner Stephenson seconded the motion. **Motion was approved**

**b. Resolution 2019-10**

Chairman Hayes read resolution 2019-10 to sponsor a Firefighter Appreciation Awards Banquet.

The banquet will be held at Angel of the Winds Resort and Casino on Saturday, January 25<sup>th</sup>.

**MOTION:** Chairman Hayes made a motion to approve and sign Resolution 2019-10 as read. Commissioner James seconded the motion. **Motion was approved**

**UNFINISHED BUSINESS**

Chief Haverfield and Commissioner Hjelle met with representatives from Snohomish County Public Works on Wednesday November 13<sup>th</sup>, regarding their interest in a potential lease of property at the Gun Club Road site. Snohomish County Public Works is looking for a potential lease this year. They would need to put down a patch of asphalt and an apron coming onto the property. There would be no permanent structures, only temporary. They will install a security fence and would need 24-hour access. They will remove everything that has been installed when the lease is finished.

Chairman Hayes suggested that Snohomish County Public Works be responsible for environmental impacts to the property.

Commissioner Hjelle felt that it was a good meeting with mutual benefit and thought it was a good idea to move forward with the lease.

The 2020 Tax Certification is due November 27<sup>th</sup>. There will be a public hearing on November 21<sup>st</sup> at 6:00 p.m. at Station 87.

**Reports from the Board/Good of the Order**

Commissioner James thanked the staff for participating at the Playa Bonita fundraiser. He stated that it was a great turnout.

**EXECUTIVE SESSION – RCW 42.30.110 (1) (g)**

**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 35 minutes. At 9:15 a.m. Chairman Hayes announced an extension to the Executive Session for an additional 10 minutes. Executive Session ended at 9:25 a.m. and the regular meeting reconvened.

**MOTION:** Chairman Hayes made a motion to approve an employment agreement for Chief Haverfield as written by the board going into effect January 1<sup>st</sup>, 2020. Commissioner James seconded the motion. **Motion was approved unanimously.**

**MOTION:** Chairman Hayes made a motion to approve an employment agreement for Assistant Chief Dane as written by the board going into effect January 1<sup>st</sup>, 2020. Commissioner Gillett seconded the motion. **Motion was approved unanimously.**

**The Regular Board Meeting was Recessed at 9:30 a.m.**

---

**Kevin Hayes, Chairman**

---

**Ron Stephenson, Vice-Chair**

**APPROVED**

---

**Jesse James, Commissioner**

---

**Rick Hjelle, Commissioner**

---

**John Gillett, Commissioner**

**SNOHOMISH COUNTY FIRE PROTECTION DISTRICT #17**

**BOARD OF COMMISSIONERS**

**REGULAR BOARD MEETING**

**November 21st, 2019**

The meeting was reconvened by Chairman Hayes at 6:00 p.m.

Board members in attendance were: Chairman Kevin Hayes, Commissioner Jesse James, Commissioner Rick Hjelle and Commissioner John Gillett. Commissioner Ron Stephenson had an excused absence.

Staff members in attendance were: Fire Chief Jim Haverfield, Assistant Fire Chief Bill Dane, Office Assistant Kim Macomber, Captain Jeff Torgerson, Captain Jim Glover, Firefighter Kevin Glover, Firefighter Levi Hunt, Firefighter James Stewart, Firefighter Kurt McNallie, Firefighter Madison Wood and Firefighter Steven Ohm.

Chairman Hayes opened the Public Hearing for the 2020 tax certification. With no member in attendance wishing to comment on the proposed 2020 tax certification, Chairman Hayes closed the Public Hearing at 6:03 p.m. and the regular meeting reconvened.

**UNFINISHED BUSINESS**

**Resolution 2019-11; A Resolution authorizing a tax increase for the EMS Levy**

Chairman Hayes read resolution 2019-11, which authorizes a 1% tax increase from the previous year.

**MOTION:** Commissioner James made a motion to approve and sign Resolution 2019-11 as read. Commissioner Gillett seconded the motion. **Motion was approved**

**Resolution 2019-12; 2020 Tax Certification**

Chairman Hayes read resolution 2019-12; certifying the collection of taxes for 2020.

**MOTION:** Commissioner Hjelle made a motion to approve and sign Resolution 2019-12 as read. Chairman Hayes seconded the motion. **Motion was approved**

**The Regular Board Meeting was Adjourned at 6:07 p.m.**

---

**Kevin Hayes, Chairman**

---

**Ron Stephenson, Vice-Chair**

---

**Jesse James, Commissioner**

---

**Rick Hjelle, Commissioner**

---

**John Gillett, Commissioner**

***APPROVED***