

SNOHOMISH COUNTY FIRE PROTECTION DISTRICT #17

BOARD OF COMMISSIONERS

REGULAR BOARD MEETING

September 13th, 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.

Visitors: The Family of Firefighter Brandon Skeith

Staff members in attendance were: Chief Jim Haverfield, Assistant Chief Bill Dane, Office Assistant Rebecca Duncan, Captain Jim Glover, Captain Ted Bergstrom, Captain Jeff Torgerson, Firefighter Justin Gniot, Firefighter Ryan Scott, Firefighter Kevin Glover, Firefighter Levi Hunt, Firefighter Dmitriy Pshenichnyy, Firefighter Sergio Carrillo, Firefighter Kurt McNallie, Firefighter Cassandra Waite, Firefighter Britton Kinder, Firefighter Joshua Anderson and Firefighter Brandon Skeith.

CONSENT AGENDA

- Approval of Voucher Documents (**Expense**)
 - #180804001 - #180804020 in the amount of \$ 20,985.34
 - #180806001 - #180806021 in the amount of \$ 5,632.37
- Approval of Voucher Documents (**Apparatus & Equipment**)
 - #080807001 - #080807002 in the amount of \$ 1,941.75.
- Approval of Voucher Documents (**Land & Facilities**)
 - #080805001 in the amount of \$ 500.00.
 - #080808001 - #080808002 in the amount of \$ 1,944.00.
- Approval of September Payroll in the amount of \$ 109,441.46.
- Approval of August Financial Reports.

MOTION: Commissioner James made a motion to approve the consent agenda with corrections to August minutes. Commissioner Stephenson seconded the motion.

Motion was approved unanimously

REPORTS:

ASSOCIATION REPORT

No Report

LOCAL REPORT

Captain Bergstrom stated that the local was extremely happy to have an agreed upon labor contract spanning from 2019 through 2022.

CHIEF'S REPORT

Activity Report

Total Alarms for August 2018 was 201. A brief breakdown of the alarm distribution was provided.

Miller Shingle Property

Chief Haverfield updated the board on the lingering waterline extension discussion. With lengthy research by the property owner, discussion with the City of Granite Falls, our own representatives and the PUD it was decided that the best approach for the water line was to install a master meter to service our Fire Station.

Fire Station Upgrades

We are currently researching several maintenance and upgrades items for our fire stations. Currently the focus is on seal coating both parking lots with an asphalt seal coat. We only received two written bids but have contacted several others with no response. Other items we are currently looking at and are being researched are security doors for both stations. Updating door access controls with card readers at entry points is very important to the security of our fire stations. In the future we will also be looking at upgraded camera security systems as well as painting of the exterior of Station 87.

2019 Budgets

Chief Haverfield updated the board with the 2019 Operating Budget that is over 50% complete; however he is still currently waiting on new construction figures from the Assessor's Office. Chief Haverfield stated that once he had those numbers on the new construction he will be able to complete the first draft of the next year's budget and do a workshop to go over the budget.

Chief Dane briefed the board on the hiring process of part-time Firefighters. Currently we are in good standing and are stable so now we can focus on other areas. Chief Dane updated the board on the start of the CERT programming training which had a great turn out with a lot of diversity of people in our community.

NEW BUSINESS

Parking lot seal coating- The Board continued discussion on the parking lot seal coating on both stations and made a motion to move forward with the lowest responsible estimate.

MOTION: Chairman Hayes made a motion to move forward with the parking lot sealer. Commissioner James Seconded the motion. **Motion was approved unanimously.**

UNFINISHED BUSINESS

Chief Haverfield updated the board on the Future Station Property. We still need to maintain the property as well as take down the sign.

Reports from the Board/Good of the Order

No report

Executive Session

The Board adjourned to Executive Session pursuant of RCW 42.30.140 (4) (a) at 8:50 A.M. for the period of 20 minutes. Executive Session ended at 9:10 A.M.

The Board discussed the final draft of the 2019-2022 Collective Bargaining Agreement during the executive session. Commissioner Hayes expressed his gratitude to the executive board of the local for their willingness to maintain civil discussions during the period of negotiations. Both parties signed the final draft of the 2019-2022 CBA.

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MOTION: Chairman Hayes made a motion to approve 2019-2022 CBA as presented. Commissioner Stephenson Seconded the motion. **Motion was approved unanimously.**

The Regular Board Meeting was recessed at 9:17 A.M.

Chairman Hayes

Commissioner Stephenson

Commissioner James

APPROVED

SNOHOMISH COUNTY FIRE PROTECTION DISTRICT #17

BOARD OF COMMISSIONERS

REGULAR BOARD MEETING

September 27th, 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 Jim Haverfield, Assistant Chief Bill Dane, Office Assistant Rebecca Duncan, Captain Ted Bergstrom, Firefighter Levi Hunt, Firefighter Kevin Glover, Firefighter Jackson Olney, Firefighter Alec Johnson, and Firefighter Henry Blankenship.

CONSENT AGENDA

- Approval of Voucher Documents (**Expense**)
 - #180901001 - #080901025 in the amount of \$ 34,162.67.
- Approval of Voucher Documents (**Apparatus & Equipment**)
 - #180902001 in the amount of \$ 225.75.

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

NEW BUSINESS

Fall Newsletter

Chief Haverfield has been in contact with Liz Loomis about our annual newsletter and updated the board on the costs. The newsletter should go about the middle to late November. The newsletter will include the Chief's Message, which will address the current affairs of the department, as well as the new CERT and Support 87 programs.

2019 Operating Budget Review

Chief Haverfield reviewed with the board the 2019 draft line item budget. At present time Chief Haverfield does not have the current rates for industrial insurance from the Labor and Industries. In addition, there will be a few minor tweaks over the next few weeks as we fine tune the 2019 operating budget.

Chief Haverfield did specifically address the \$ 5,000.00 currently allocated to the Swiftwater program in the 2019 draft operating budget and wanted to have further discussion on the

continuation of the program. The Board agreed to address the water rescue program at the next regular board meeting.

BVFF Meeting (Invoice Voucher)

Chief Haverfield introduced an invoice voucher to the Board representing the BVFF. The invoice was for a volunteer who had injured his knee while working a orientation shift.

MOTION: Chairman Hayes made a motion to approve the Invoice Voucher for BVFF in the amount of \$348.41. Commissioner Stephenson Seconded the motion. **Motion was approved unanimously.**

The Regular Board Meeting was Adjourn 8:55 at A.M.

Chairman Hayes

Commissioner Stephenson

Commissioner James

