

"FINAL"

King County Fire Protection District 40

*Regular Commissioners' Meeting*

February 11, 2010

4:30 p.m.

Commissioner

MIKE WARFEL

Commissioner

CHARLOTTE RYAN

Commissioner

RONNIE BEHNKE

Commissioner

RUSS PRICE

Commissioner

CRAIG VIOLANTE

Interim Fire Chief

MARK PETERSON

Board Secretary

DEANNA GRATZER

**CALL TO ORDER:**

Commissioner Ryan called the regular meeting of the Board of Fire Commissioners for King County Fire Protection District 40 to order at 4:35 p.m. Commissioners present for the Call to Order: Ryan, Behnke, Price, and Violante. Also attending were Secretary Gratzner, Consultant Paul Witt, and Interim Fire Chief Mark Peterson.

Commissioner Behnke requested an excused absence for Commissioner Warfel.

A **MOTION** was made by Commissioner Behnke and **SECONDED** by Commissioner Price to allow Commissioner Warfel an excused absence for the February 11, 2010 meeting. The **MOTION CARRIED. (4-0)**

Commissioner Warfel arrived at the meeting at 4:41 p.m.

**CITIZEN COMMENTS FOR AGENDA ITEMS:**

There were no citizen comments for agenda items.

**CORRESPONDENCE:**

There was no correspondence.

**FIRE CHIEF'S REPORT - Presented by Interim Fire Chief Mark Peterson**

**Safety/Support Services:**

Larry Welch reported to duty on Tuesday, February 2, 2010 as Captain of Logistics

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The Aid Car bid deadline is Friday, February 12, 2010. Braun contacted Captain Welch and requested to be present when the bids are opened.

### **Community Risk Reduction:**

Inspections are no longer being conducted in the District. King County will continue to do inspections and fire investigations.

### **Response Operations:**

There is nothing to report.

### **Office of the Fire Chief:**

The VISTA/AmeriCorps applications will be distributed by the state on March 1, 2010, with applications due back on April 1, 2010.

A Fairwood HOA information matrix was distributed. The matrix includes the date, time and location of HOA meetings.

Captain Wallgren received the American Legion Firefighter of the Year award. Captain Wallgren will be recognized at a ceremony in Vancouver.

### **UNFINISHED BUSINESS:**

There was no unfinished business.

### **CONSENT CALENDAR:**

- a. Minutes of the Previous Meeting – January 28, 2010
- b. Expense Fund Vouchers No. 02005 through 02013 - Amount \$21,046.91

A **MOTION** was made by Commissioner Behnke and **SECONDED** by Commissioner Price to approve the consent calendar as presented. The **MOTION CARRIED. (5-0)**

### **NEW BUSINESS:**

#### **WFOA Saturday Seminar – March 27, 2010:**

Commissioner Behnke announced her intent to attend to WFOA Saturday Seminar at Ocean Shores on March 27, 2010. Commissioners interested in attending should inform Secretary Gratzner.

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### **WORKGROUP REPORTS:**

#### **Capital Facilities / Equipment:**

Commissioner Price reported that TCA Architecture continues an evaluation of Station 17.

Consultant Paul Witt requested approval to retain Mays Consulting to perform additional structural (masonry, rebar, etc) inspections. These inspections services fall outside of the scope of services in the TCA Architecture contract.

A **MOTION** was made by Commissioner Price and **SECONDED** by Commissioner Behnke to approve the estimated \$2,000 agreement with Mays Consulting to perform structural inspections. The **MOTION CARRIED. (5-0)**

Consultant Paul Witt reported that TCA Architecture has requested a copy of Station 13 and Station 17 gas and electrical billings for the last 12 months.

Chief Peterson will facilitate this request.

Commissioner Warfel reported that he was contacted by David Cromer, City of Renton HAM member, inquiring of the improvements at Station 17 and specifically the radio antenna that is currently on the roof at 17. David inquired if the District would be willing to replace the current antenna with a free standing antenna. Commissioner Warfel asked David Cromer to provide a cost estimate; however, the HAM group is sponsored by the City of Renton. Commissioner Warfel inquired if there is any objection to a free standing antenna.

Consultant Paul Witt suggested consulting the contractor to inquire about permits and distance requirements.

Attorney Kinnon Williams forwarded an email to the Board from Verizon Wireless inquiring about location of an underground storage tank and soil testing at the 10828/10810 property. Consultant Paul Witt will follow up on the inquiry.

#### **Community Relations:**

Commissioner Warfel reported the Workgroup recommends keeping the website as-is, with no enhancements. Commissioner Ryan will continue to maintain the website and will updated with minor additions and changes.

Consultant Paul Witt stated that public records request information will need to be included on the website.

Commissioner Warfel inquired if the officer in attendance at the HOA meetings provides a report of the meeting.

Chief Peterson indicated that they do not provide a report.

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Commissioner Warfel requested the Board is informed if anything is discussed at the HOA meeting that should be considered by the Board.

Commissioner Ryan reported the Workgroup recommends the District does not participate in the VISTA/AmeriCorps program.

The VISTA/AmeriCorps program requirements and the unknown state of the District does not make the program a fit for the District.

Commissioner Warfel will inform Emergency Management Director Deborah Needham of the Districts' decision not to participate in the VISTA/AmeriCorps program.

### **Finance:**

There was nothing new to report at this time.

### **Policy:**

Consultant Paul Witt reviewed Section 3000 of the Policies and Procedures Manual and presented the Board with a recommendation for revisions to, and rescinding of the policies and procedures.

Consultant Paul Witt presented the Board with a recommendation to rescind Resolution 207 – Resolution Prohibiting Outdoor Burning and Resolution 274 – Resolution Allowing Limited Relief to Resolution 207. The Resolutions no longer pertain to the District.

A **MOTION** was made by Commissioner Behnke and **SECONDED** by Commissioner Warfel to approve the recommendations to Section 3000 of the Policies and Procedures Manual as presented; and to rescind Resolution 207 and 274. The **MOTION CARRIED. (5-0)**

A summary of Policy and Procedure recommendations are on file with the minutes.

### **Resolution No. 471 – Resolution Concerning an Index of Public Records**

Consultant Paul Witt presented the Board with Resolution 471. The Resolution insures the District is in compliance with public records requirements.

**Resolution No. 471** designates the District Secretary as the Public Records Officer who will oversee compliance with public records requests states that maintaining an index of public records is unduly burdensome and would interfere with agency operations due to the lack of any full time employees.

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A **MOTION** was made by Commissioner Behnke and **SECONDED** by Commissioner Price to adopt Resolution 471. **MOTION CARRIED (5-0)**.

Commissioner Behnke inquired if Resolution 211 should be revised to increase the public records request copy costs.

Attorney Kinnon Williams indicated that an in-depth study is required to substantiate the cost increase.

The District receives few requests that incur a fee. It was agreed that Resolution 211 will remain unchanged.

### **Risk Management:**

Commissioner Price reported the Workgroup met with Gordon MacIlvennie/VFIS to review the personal property, automobile and liability insurance coverage for the premium year April 1, 2010 through April 1, 2011.

The Workgroup recommends deleting personal property insurance at the 10828/10810 property. There is no change to the liability insurance.

The Workgroup recommends dropping personal property insurance at Station 13. There is no change to the liability insurance.

The Workgroup recommends no changes to the personal property and liability insurance at Station 17.

The Workgroup recommends no changes to the management liability and automobile insurance.

The policy will be presented for approval at a future meeting.

### **CITIZEN COMMENTS:**

There was no citizen comment

### **ONCE AROUND THE TABLE:**

Commissioner Ryan reported she received an email from Communications Director Preeti Shridhar in regards to an upcoming HAM licensing class. Commissioner Ryan will add the class announcement to the website.

Commissioner Price reported that he visited with former Commissioner Glen Conaway recently. Glen is recovering from back surgery and is doing well.

There were no additional Board comments.

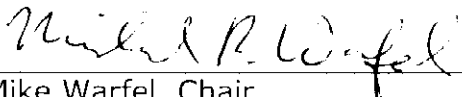
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**EXECUTIVE SESSION:**

There was no Executive Session.

There was no further business or discussion and the meeting was adjourned at 5:21 p.m.

The next regular meeting of the Board of Fire Commissioner's will be held on **Thursday, February 25, 2010 at 4:30 P.M.**


  
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Mike Warfel, Chair

  
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Charlotte Ryan, Commissioner

  
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Craig Violante, Commissioner

  
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Russ Price, Commissioner

  
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Ronnie Behnke, Commissioner

  
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Deanna Gratzner, District Secretary

- Attachment Meeting Agenda  
Chief's Report  
Resolution 471  
Cell Tower Lease - Memo  
Policy Review Memos -Section 3000  
Resolution 207  
Resolution 274