

"FINAL"

King County Fire Protection District 40

*Regular Commissioners' Meeting*

January 8, 2009

4:30 p.m.

Commissioner  
CRAIG VIOLANTE

Commissioner  
MIKE WARFEL

Commissioner  
CHARLOTTE RYAN

Commissioner  
RUSS PRICE

Commissioner  
RONNIE BEHNKE

Deputy Chief  
BOB VAN HORNE

Board Secretary  
DEANNA GRATZER

**CALL TO ORDER:**

Commissioner Violante called the regular meeting of the Board of Fire Commissioners for King County Fire Protection District 40 to order at 4:30 p.m. Commissioners present for the Call to Order: Violante, Behnke, Price, Warfel and Ryan. Also attending were Secretary Gratzner, Consultant Paul Witt, Deputy Chief Bob Van Horne and Captain Erik Wallgren.

Commissioner Violante requested an excused absence for the February 12, 2009 meeting.

A **MOTION** was made by Commissioner Behnke and **SECONDED** by Commissioner Warfel to allow Commissioner Violante an excused absence for the February 12, 2009 meeting. The **MOTION CARRIED.**

**ELECTION OF BOARD OFFICERS:**

Commissioner Violante called for nominations for Board Chair.

A **MOTION** was made by Commissioner Price and **SECONDED** by Commissioner Warfel to elect Commissioner Behnke to the position of Board Chair for the year 2009. The **MOTION CARRIED.**

Commissioner Violante called for nominations for Board Vice-Chair.

A **MOTION** was made by Commissioner Price and **SECONDED** by Commissioner Warfel to elect Commissioner Ryan to the position of Board Vice-Chair for the year 2009. The **MOTION CARRIED.**

**CITIZEN COMMENTS FOR AGENDA ITEMS:**

There were no Citizen comments for agenda items.

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### **CORRESPONDENCE:**

Correspondence received consisted of a cash transmittal receipt in the amount of \$1,325.00 deposited to the Expense Fund.

### **FIRE CHIEF'S REPORT - Presented by Deputy Chief Bob Van Horne:**

#### **Personnel:**

A promotional ceremony is scheduled for January 29, 2009 at City Hall Council Chambers at 7 p.m. Former District employee, Erik Wallgren will be recognized for his promotion to Captain. The Board is invited to attend.

#### **Miscellaneous:**

Deputy Chief Van Horne requested district contact numbers in case of emergency.

Secretary Gratzner will provide him with contact information.

Due to the recent inclement weather, Station 13 experienced a water issue in the electrical room. Puget Sound Energy and Renton Facilities personnel responded and determined it to be a nearby electrical vault that had filled with water resulting in a back up into the electrical room. The electrical room has linoleum flooring and drains resulting in minimal water damage.

Captain Wallgren introduced himself as the new Station Captain at Station 17. He offered to assist in any way he can in the Station 17 repairs and upgrades.

#### **Significant Incidents:**

There were no significant incidents. However, crews have been kept busy with numerous wind, snow and rain related incidents.

### **UNFINISHED BUSINESS:**

#### **Station 17/Repairs:**

The inter-local agreement between King County Housing and the District will go to the King County Housing Board on January 20, 2009 for approval and signature.

Consultant Paul Witt stated that Captain Wallgren will be a great resource for the Board to include in the building inspection services, repairs and upgrades of Station 17.

Deputy Chief Van Horne indicated it would also be beneficial to include Renton Facilities personnel.

### **CONSENT CALENDAR:**

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- a. Minutes of the Previous Meeting – December 18, 2008
- b. Expense Fund Vouchers No. 01001 through 01013 -- Amount \$27,986.95

A **MOTION** was made by Commissioner Violante and **SECONDED** by Commissioner Price to approve the consent calendar as presented. The **MOTION CARRIED**.

### **NEW BUSINESS:**

#### **Attorney / Kinnon Williams:**

Kinnon Williams will present the Board with a 2009 contract. He is suggesting a monthly retainer that will include 80 hours. Commissioner Warfel expressed concern that 80 hours would not be sufficient. Commissioner Violante will contact Kinnon Williams for contract details.

#### **District Secretary / Deanna Gratzner:**

The Board will discuss the District Secretary Agreement for Services in Executive Session.

#### **Joint Legislative Day Workshop:**

The Washington Fire Chiefs/Washington Fire Commissioners Association Joint Legislative Day Workshop and Luncheon is scheduled for March 9, 2009. Commissioners Behnke, Price and Warfel will attend.

#### **Special Meeting:**

Commissioner Behnke inquired if the Board would be interested in a Special Meeting or Retreat to review and discuss the details of the asset transfer.

Consultant Paul Witt stated the timing for completion of the asset transfer may make it time prohibitive to wait for a retreat.

Commissioner Behnke suggested the Board hold a Special Meeting to review and discuss the details of the asset transfer. She will contact Attorney Kinnon Williams to arrange a date for a Special Meeting.

Questions and concerns in the asset transfer document should be forwarded to Kinnon Williams now.

Commissioner Violante expressed his observation that in the asset transfer documents the Districts rental agreement for space at Station 13 is for 10 years rather than the term of the contract with the City of Renton. He will forward his concern to Kinnon William to address the issue in the asset transfer documents.

#### **Retreat:**

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Commissioner Behnke inquired if the Board is interested in a retreat this year.

Commissioner Violante indicated the Board may not have enough topics for a retreat.

Commissioner Behnke asked that possible retreat agenda items (Workgroup assignments, etc) are emailed to her. The retreat will be added to the agenda for discussion at the next meeting.

### **WORKGROUP REPORTS:**

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

Consultant Paul Witt continues communication with Kent Kennedy/Draeger for possible purchase of the SCBA's.

Commissioner Warfel will contact the Washington Fire Commissioners Association to determine the status of the ads for the sale of the Districts surplus engines. (Apparatus 415 and 423)

Franklin #5 and a non-profit are looking for donations of equipment and apparatus. Due diligence in the sale of equipment and apparatus must be done prior to donations.

Consultant Paul Witt worked with the City of Renton to facilitate the relocation of the lift to City Shops.

Consultant Paul Witt reported that increased heating costs were incurred at the 10828/10810 facility due to the cold temperatures. The heat was turned up to prohibit frozen pipes.

Consultant Paul Witt suggested the Workgroup meet to determine if the water to the 10828/10810 facility should be shut off.

Commissioner Violante will provide King County Housing officials with contact information for Commissioners Price and Warfel, and Captain Wallgren to facilitate a meeting at the Station 17.

#### **Community Relations:**

Commissioner Ryan reported that the Fireline was delivered to District 40 citizens.

Consultant Paul Witt presented an estimate in the amount of \$4,160 to scan the Districts six (6) scrapbooks onto CD. The CD's will be high resolution, JPG

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format. The CD's will be made available to interested former employees and citizens.

A **MOTION** was made by Commissioner Violante and **SECONDED** by Commissioner Price to accept the offer of \$4,160 to scan the Districts six scrapbooks onto CD. The **MOTION CARRIED.**

The Workgroup will meet to discuss what do with the original scrapbooks once the books have been scanned onto CD; and what to do with the numerous loose photos.

Captain Wallgren inquired if the Districts website is still functioning. The website is displayed on District apparatus.

The website is functional and is updated periodically by Commissioner Ryan.

### **Finance:**

There is nothing new to report at this time.

### **Policy:**

Commissioners Behnke and Ryan continue to review the Department Policy and Procedure Manual. However, there is nothing new to report at this time.

### **Intergovernmental Relations:**

There is nothing new to report at this time.

### **Risk Management:**

Commissioner Price will arrange to meet with Gordon MacIllvenie once the asset transfer is complete. However, there is nothing new to report at this time.

### **CITIZEN COMMENTS:**

There were no citizen comments.

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

Consultant Paul Witt commented on the article written by Deputy Chief Van Horne that was in the recent Fire Chief's magazine.

Secretary Gratzler forwarded the Pre Hospital Grant application to Paul Witt for review. Consultant Paul Witt does not think the District is eligible but will forward the application to Deputy Chief Van Horne to make that determination.

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Deputy Chief Van Horne stated that due to the difficulty in separating the budget, the EMS funds will go to Renton. Upon receipt, the EMS funds will be distributed accordingly.

Commissioner Behnke reminded the Board of the King County Chiefs/King County Commissioners Installation Banquet at the Maplewood Golf Course on January 28, 2009. She also provided an overview of the 2009 meeting locations and topics.

The Board agreed to host the King County Commissioners meeting in May.

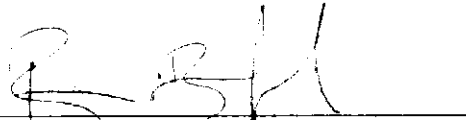
**EXECUTIVE SESSION:**

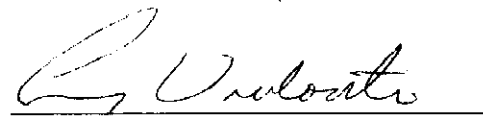
The Board went into a five minute Executive Session at 5:30 p.m. to discuss a Public Employee under guidelines of RCW 42.30.110(1)(g). The Executive Session ended at 5:35m.

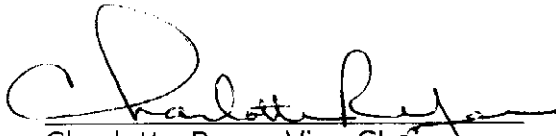
A **MOTION** was made by Commissioner Violante and **SECONDED** by Commissioner Warfel to reestablish District Secretary position as a paid position of the district. The 2009 Compensation for District Secretary, Deanna Gratzer, is 110% of the 2008 District Secretary Agreement for Services. The **MOTION CARRIED.**

The meeting was adjourned at 5:35 p.m.

The next regular meeting of the Board of Fire Commissioners will be held on **Thursday, January 29 at 4:30 P.M.**

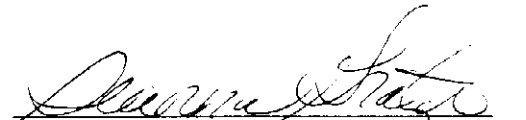
  
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Ronnie Behnke, Chair

  
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Craig Violante, Commissioner

  
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Charlotte Ryan, Vice Chair

  
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Russ Price, Commissioner

  
\_\_\_\_\_  
Mike Warfel, Commissioner

  
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Deanna Gratzer, District Secretary

Attachment Meeting Agenda  
Cash Transmittal  
Chief's Report