
KING COUNTY FIRE PROTECTION DISTRICT 40
BOARD OF FIRE COMMISSIONERS
REGULAR MEETING MINUTES
09/10/2020



DATE: September 10, 2020
TIME: 5:00 PM
PURPOSE: Regular Meeting
LOCATION: ZOOM MEETING (www.zoom.us)
Meeting ID: 889 7685 7166
Password: 169562

ATTENDANCE:

KCFD #40	RENTON RFA
Ronnie Little, Commissioner	Scott Murphy, Facilities Manager
Cheryl Nichelson, Commissioner	Carl Pedersen, Engineer
Charlotte Ryan, Commissioner	Chris Krystofiak, Lieutenant
Linda Sartnurak, Commissioner	Robert Hyslop, Lieutenant
Andrew Schneider, Commissioner	Craig Soucy, Battalion Chief
Laura Buckley, District Secretary	Charles DeSmith, Deputy Chief
Eric Quinn, Attorney	Mark Seaver, Deputy Chief

PUBLIC
None

CALL TO ORDER + MOTION FOR ABSENT COMMISSIONERS:

Commissioner Nichelson called the regular meeting of King County Fire Protection District #40 to order at 5:00 PM with Commissioners Little, Ryan, Sartnurak, and Schneider present. No absentee motions were requested for the next regular board meeting scheduled Oct. 8, 2020.

Commissioner Nichelson led the pledge of allegiance.

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CORRESPONDENCE:

- **King County Sheriff's Office Fire District 40 Investigation 2nd Quarter Case Report**
The King County Sheriff's Office sent a letter of notice regarding an open fire investigation within Fire District 40's jurisdiction, the loss has an assessed value of \$150.
- **Snure Seminar-Webinar 32nd Annual Fire Conference Laws Update October 21, 2020**
Registration is open for the Snure Seminar-Webinar on October 21, 2020. All board members are requested to notify the District Secretary if they self-register for the event.

Eric Quinn, Attorney at Law, announced he will be presenting at the seminar-webinar WFCIA is hosting on October 23, 2020.

Copies of the correspondence are on file with the minutes.

UNFINISHED BUSINESS:

- **Face Mask Giveaway Discussion**
Fire District 40 has been approved for a second face mask giveaway at Northwood Middle School on Saturday, October 10, 2020 from 1:00-4:00 PM. Set-up will begin at 12:00 PM. King County will be helping again with the event.

Lt. Samuelsen told Commissioner Nichelson that he would add the event to the shift calendar, welcoming on-duty crew to attend the mask giveaway event. Chief DeSmith also offered Renton RFA's Public Educator, Sara Ferguson, to assist with the event. In addition, Chief DeSmith offered targeted HOA newsletter advertisements for the face mask giveaway event specific to Fire District 40-only residents.

The board wishes to thank the Fire Department attendees at the first face mask giveaway event held Thursday, August 20, 2020 from 2:00-5:00 PM at Northwood Middle School. Commissioner Sartnurak thanked the following attendees for their participation; Bryan Lane, Daniel Yun, Anthony Kusske, Neil Samuelsen, Sean Pageau, Joshua Rochowiak, Kelly Carpenter, Sean Hartman, David Braun, John Holt, Kayla Eychner, Chris Ellis, Kenneth Swinford, Ben Thomas, and Bob Homan.

- **Set Fire Benefit Charge Hearing Date**
The fire benefit charge hearing must take place before November 15, 2020. Commissioner Ryan asked the board if they would like to hold the fire benefit charge meeting on October 8, 2020 at the next regularly scheduled monthly meeting or schedule a separate special meeting. After discussion, the fire benefit charge hearing will be held on October 8, 2020.

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- **ESCI Fire Service Options Report Recommendations**

The ESCI consultants reported the following recommendations, workgroups were assigned to each task.

- ✓ **Adopt apparatus replacement schedule (page 16)**
Assigned To: Facilities & Equipment Workgroup
- ✓ **Establish and maintain asset tracking system (page 37)**
Assigned To: Facilities & Equipment Workgroup
- ✓ **Review/update financial policies (page 37)**
Assigned To: Special Projects
- ✓ **Eliminate unnecessary funds: UTGO bond & capital projects (page 37)**
Assigned To: Finance
- ✓ **Establish capital replacement plan funding (page 37)**
Assigned To: Facilities & Equipment Workgroup

NEW BUSINESS:

- **Policy #1750 (Board Communication)**

Commissioners Little and Schneider presented a new policy proposal regarding workgroup communication with the board chair and District Secretary. Attorney Eric Quinn and Commissioner Little believe there is already a policy in place that outlines how to provide information to the District Secretary and avoid any perception of a quorum, Commissioner Little will report back her findings at the next regularly scheduled meeting on October 8, 2020.

- **Resolution No. 554 (supporting a fireworks ban in King County)**

Commissioner Ryan brought forward a resolution in support of a fireworks ban in King County identical to a recent resolution adopted by the King County Fire Commissioner's Association. Attorney Eric Quinn advised it was unnecessary for King County Fire District 40 to adopt the resolution as brought forward. Section no. 2 of the resolution may violate RCW 70.77.488 requiring a person acting in a reckless manner, and therefore conflicts with current state law. It was recommended the board return to next month's regularly scheduled meeting on October 8, 2020 with an amended resolution in support of the ordinance without supporting the changes made in section no. 2.

- **Draft Fall Newsletter**

The Communications Workgroup presented the draft fall newsletter for the board's review. Commissioner Nicholson thanked Commissioner Ryan for an amazing job for her work. Commissioner Little suggested that the time be included in the article reporting on the next free mask giveaway. Deputy Chief DeSmith offered to provide an updated photo of the new CARES vehicle for use in the newsletter and will review the content of the CARES article for accuracies and completeness. The newsletter is expected to be mailed to district residents

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the week of September 21, 2020. The board approved the newsletter with the proposed amendments.

CHIEF'S REPORT:

Deputy Chief DeSmith went over the following items from the Chief's report:

1. COVID-19 Update
2. COVID-19 Testing Site
3. Firefighter Hiring
4. Valley Communications
5. Probationary Firefighter
6. August Response Operations Statistics
 - Deputy Chief DeSmith offered to customize the statistics in the report to data metrics specific to the Fire District 40 service area.

Assistant Chief Gunsolus (not present) wanted to share with the board a unique statistic; in a twenty-three-hour span over the dates of September 7-8, 2020, over 250 fire calls were received in Zone 3.

Deputy Chief DeSmith offered the Fire District 40 board members to schedule a ride along with one of the CARES units during their 8:00 AM – 8:00 PM daily shift.

Deputy Chief Seaver explained a Code Red wildland fire alert system offered by King County Office of Emergency Management. Residents can register their landline telephone number to be notified of wildland fires in their area. To sign up, visit the Emergency Management website. The Emergency Management agency has also set up a program to text all cell phones within proximity of an active wildfire in the event of a mandatory evacuation. No sign up is necessary. Brush 17 will not be deployed to state mobilization, it is being heavily used this week combatting local fires.

Deputy Chief Seaver reported the Renton RFA Governance Board has approved a job description for the vacant Fire Chief position. The job will be posted through a third-party agency for recruitment.

A copy of the Chief's Report is on file with the minutes.

FINANCIAL REPORTS:

The August Cash Flow and Treasurer's Reports were not available from the county in time for the meeting. The financial reports will be electronically distributed to the board once available.

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CONSENT AGENDA:

The consent agenda consisted of:

- August 13, 2020 Regular Meeting Minutes
- September A/P Vouchers in the amount of \$6,013.10
- September Payroll in the amount of \$4,610.79

It was Moved by Commissioner Sartnurak to approve the consent agenda as presented. Commissioner Schneider seconded. Motion Approved (5-0).

Copies of the approved vouchers are on file with the minutes.

WORKGROUP REPORTS:

- **Finance** (Nichelson + Ryan)
Commissioner Ryan reported the group is working on the 2021 budget. Reminder to send in all 2021 budget requests to Commissioner Nichelson by email for budget consideration.
- **Communications** (Nichelson + Ryan)
Previously discussed under **New Business**.
- **Facilities & Equipment** (Sartnurak + Schneider)
Commissioner Schneider reviewed the ESCI condition reports on the current engine and aid car. The current cost to purchase a new engine as recommended is estimated at \$820,000, with a 2.5-3% increase on January 1, 2021. The vendor offers an approximate \$30,000 pre-pay discount if paid in full upfront, an additional \$15,000-\$20,000 discount is available if three engines are purchased as a collective group purchase with other fire agencies. The Fire District possesses most of the funds necessary to purchase a new engine. Prices include complete outfitting with tools and hose. Crews prefer the top mount pump. Commissioners Schneider and Sartnurak advocated for exterior SCBA storage to reduce in-cab contamination. Deputy Chief Seaver explained the new SCBA packs can now be easily decontaminated at the station before they go back into the cab for reuse. The workgroup will continue to work on the project and report updates to the board.

Commissioner Sartnurak would like to budget \$80,000 for a new carport at Station 17. Will continue to work with Scott Murphy with Renton RFA Facilities and Maintenance on long term plan.

Commissioner Sartnurak reported that several trees need to be removed or manicured at Station 17. A quote of \$21,000 was provided by an arborist to perform all work identified as either necessary or optional. A second quote of \$6,325 including taxes was provided to perform the minimum work required to maintain safety for the crew at the station. There are three dead trees on the other side of the shared fence with the Carriages Apartments, efforts are ongoing to coordinate the removal of the trees with the property manager. The

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work should be performed at Station 17 before the heavy winds begin this fall. The workgroup recommends to accept the contract of \$6,325 including taxes to remove and manicure the trees at Station 17. Deputy Chief Seaver wants to verify the expense threshold amount allowable in the Renton RFA contract to see if Renton RFA can cover the expense. He will meet soon with Commissioner Sartnurak with an answer.

Commissioner Sartnurak printed the Facilities Management eXpress (FMX) tickets on record for Station 17 for the district's records. The tickets have been brought to the office at Station 17 for filing.

- **Special Projects** (Little + Schneider)

Commissioners Little and Schneider to look at existing district policies for one addressing the delivery of agenda items to the District Secretary (as discussed under **New Business**).

The signed contract with the logo wear vendor has been received and will be brought to the office at Station 17 for filing. Commissioner Little is hoping to receive the logo wear before the next face mask giveaway on October 10, 2020. She will notify the District Secretary with any updates.

- **Contract Review & Options** (Sartnurak + Little)

Commissioner Sartnurak has requested a short discussion in executive session.

- **Renton RFA Liaison** (Sartnurak)

Commissioner Sartnurak thanked Deputy Chiefs DeSmith and Seaver for relaying thorough information during the Chief's Report.

Renton RFA has announced a 1.9% increase to the Fire District 40 contract in their preliminary budget, this is a smaller increase than seen in previous years.

Renton RFA budget hearing is scheduled for Thursday, October 22, 2020 at 11:30 AM. Commissioner Nicholson inquired why the public meeting was being held daytime when citizens would be unable to attend. The Commissioners also relayed they had difficulty locating a Zoom or Facebook link to the last Renton RFA board meeting on the RFA's website. Both Commissioners did end up locating the log-in on the RFA's Facebook page. Deputy Chief DeSmith will take this feedback to the Renton RFA staff.

PUBLIC COMMENT:

None.

GOOD OF THE ORDER:

Commissioner Schneider thanked the board for adding a link to the ESCI report to the fire district's website. He thanked Commissioner Ryan for the custom FD40 face mask. He also

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announced that he has now been tested for COVID-19 for a third time, he is hopeful for a third negative result.

Battalion Chief Soucy reviewed a 2-alarm fire response in Tukwila.

Commissioner Little thanked D-shift for their successful efforts assisting her ex-husband who went into cardiac arrest last Sunday. The crew responded quickly taking good care of him. Battalion Chief Soucy informed Commissioner Little the same crew is on shift this evening, he will relay her and her family's gratitude for their hard work in saving his life.

EXECUTIVE SESSION:

A ten-minute executive session was called at 6:46 PM per RCW 42.30.110 (1)(i) to discuss with legal counsel representing District 40 matters relating to agency enforcement actions, or to discuss with legal counsel representing District 40 litigation or potential litigation to which District 40, the governing body, or a member acting in an official capacity is or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to District 40.

The meeting reconvened at 6:56 PM.

ADJOURNMENT:

It was Moved by Commissioner Ryan to approve Attorney Eric Quinn the authority to send a letter to Renton RFA on behalf of the board pertaining to the future negotiations of the contract for services between the two parties. Commissioner Schneider seconded. Motion Approved (5-0).

A copy of the letter is on file with the minutes.

As there was no further business, the meeting was adjourned at 6:59 PM.

Ronnie Little

Ronnie Little, Commissioner

Cheryl Nicholson

Cheryl Nicholson, Commissioner

Charlotte Ryan

Charlotte Ryan, Commissioner

Linda Sartnurak

Linda Sartnurak, Commissioner

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Andrew Schneider

Andrew Schneider, Commissioner

Laura Buckley

Laura Buckley, District Secretary

The next regular meeting of the Board of Fire Commissioners will be held on **Thursday, October 8, 2020 at 5:00 PM, location TBD.**

Attachments: Agenda

King County Sheriff's Office FD40 40 Investigation Q2 Case Report
Snure Seminar-Webinar 32nd Annual Pre-Conference Laws Update
Chief's Report
Voucher Approval Documents
Contract Negotiations Letter to Renton RFA

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