
KING COUNTY FIRE PROTECTION DISTRICT 40
BOARD OF FIRE COMMISSIONERS
REGULAR MEETING MINUTES
10/08/2020



DATE: October 8, 2020
TIME: 5:00 PM
PURPOSE: Regular Meeting
LOCATION: ZOOM MEETING (www.zoom.us)
Meeting ID: 879 0129 4735
Password: 075669

ATTENDANCE:

KCFD #40	RENTON RFA
Ronnie Little, Commissioner	Scott Murphy, Facilities Manager
Cheryl Nichelson, Commissioner	Carl Pedersen, Engineer
Charlotte Ryan, Commissioner	Nathan Blakeslee, Captain
Linda Sartnurak, Commissioner	Chris Krystofiak, Lieutenant
Andrew Schneider, Commissioner	Robert Hyslop, Lieutenant
Laura Buckley, District Secretary	Will Aho, Battalion Chief
Eric Quinn, Attorney	Charles DeSmith, Deputy Chief
	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 5:05 PM with Commissioners Little, Ryan, Sartnurak, and Schneider present. No absentee motions were requested for the next regular board meeting scheduled Nov. 12, 2020.

Commissioner Nichelson led the pledge of allegiance.

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PUBLIC HEARING

Commissioner Nichelson recessed the regular meeting and opened the Revenue Source/Benefit Charge hearing at 5:06 PM to receive public comment about anticipated revenues, any proposed tax increases, and benefit charge adjustments relating to the District's 2021 Operating Budget per RCWs 84.55.120 & 52.18.060.

Commissioners Nichelson and Ryan reviewed the revenue and expense details for the projected 2020 end of year estimates and the 2021 Draft Budget Summary Sheet for all district funds.

The meeting was opened for public comment. With no public comment, Commissioner Nichelson closed the Public Hearing and reconvened the regular meeting at 5:34 PM.

CORRESPONDENCE:

None

UNFINISHED BUSINESS:

- **Resolution No. 554 (supporting a fireworks ban in King County)**
Commissioner Ryan brought forward a resolution to voice support of a fireworks ban in King County including the language recommended by Attorney Eric Quinn at last month's regular meeting.
It was Moved by Commissioner Ryan to approve Resolution No. 554 dated October 8, 2020. Commissioner Schneider seconded. Motion Approved (5-0). A copy of the Resolution is on file with the minutes.
- **Board Communication Policy Discussion**
Commissioner Little reported the fire district currently has four policies and one procedure that discuss the communication process between the District Secretary and the Board Chair; **1210, 1220, 1220-I, 1400, 1400-P, 1420**. Commissioner Little will email the policies and the procedure to the District Secretary for distribution to the Board for their review and possible revision(s) at the November 12, 2020 regular board meeting.

NEW BUSINESS:

- **Resolution No. 555 (authorizing a temporary interfund transfer between a restricted fund and an unrestricted fund)**
Attorney Eric Quinn verified the resolution satisfies the requirements stating exactly what the funds withdrawn from the restricted fund and transferred into the unrestricted fund will be used for.

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It was Moved by Commissioner Nicholson to approve Resolution No. 555 as presented. Commissioner Sartnurak seconded. Motion Approved (5-0). A copy of the Resolution is on file with the minutes.

- **Resolution No. 556 (authorizing the closure of unnecessary funds)**

The fire district is currently maintaining unnecessary funds which should be closed (as suggested by the ESCI Fire Service Options Report (see minutes of 9/10/2020), and the proposed Resolution will transfer excess monies to other funds and close the unneeded ones.

It was Moved by Commissioner Nicholson to approve Resolution No. 556 as presented. Commissioner Little seconded. Motion Approved (5-0). A copy of the Resolution is on file with the minutes.

- **Fee for Transport (GEMT)**

Deputy Chief DeSmith presented information to the board on the GEMT program and fees for transport. DeSmith will assist the Finance Workgroup to begin process to become a Medicare established provider as well guide the steps to set up a contract with the billing company, Systems Design West. Potential funding for engines and aid cars. A copy of his handout is on file with the minutes.

CHIEF'S REPORT:

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

1. Completion of Fire Station #15 & Water Tower
2. King County EMS STAR Program
3. Interlocal Agreement between CoR and RRFA
4. Planning Consortium
5. AARP Age-Friendly Communities Initiative
6. Entry-Level Firefighter Recruitment Update
7. Letter from KCFD #40

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

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

FINANCIAL REPORTS:

The September 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.

CONSENT AGENDA:

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The consent agenda consisted of:

- September 10, 2020 Regular Meeting Minutes
- October A/P Vouchers in the amount of \$8,751.48
- October Payroll in the amount of \$3,291.65

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

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

WORKGROUP REPORTS:

- **Finance** (Nichelson + Ryan)
Previously discussed under **Public Hearing**.
- **Communications** (Nichelson + Ryan)
 - ✓ Everyone should have received their fall newsletter in the mail.
 - ✓ The second Free Face Mask Giveaway is scheduled for Saturday October 10, 2020 at Northwood Middle School from 1-3 PM. Set-up will begin at 12 noon.
- ✓ The Rosie Rourke Team and Northwest Harvest are hosting a food drive on October 24, 2020 at Northwood Middle School. .
- **Facilities & Equipment** (Sartnurak + Schneider)
 - ✓ Commissioner Sartnurak announced that the workgroup will begin setting plans and coordinating documents for the November 12, 2020 regular meeting with a spending schedule for 2021.
 - ✓ Renton RFA Facilities Manager, Scott Murphy, is coordinating the tree clean-up project at Station 17.
- **Special Projects** (Little + Schneider)
Commissioner Little announced the logo wear has arrived from the vendor. Individually labeled bags are ready for pick-up at the station in the office.
- **Contract Review & Options** (Sartnurak + Little)
Nothing to report.
- **Renton RFA Liaison** (Sartnurak)
 - ✓ Commissioner Sartnurak reported on Renton RFA's discussion on the fee for service, nothing was out of the ordinary.
 - ✓ Commissioner Ryan reported the first 2021 contract payment assessed by Renton RFA is anticipated to be lowered due to the training cancellations due to COVID-19.

PUBLIC COMMENT:

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None.

GOOD OF THE ORDER:

District Secretary Buckley relayed information regarding Fire District Receipts previously forwarded to Renton RFA after obtaining a signature from the district, Renton RFA does not need a copy of the Fire District Receipt unless issued and signed by their agency.

Commissioner Schneider thanked Commissioners Nicholson and Ryan for their work on the 2021 budget.

Commissioner Ryan reminded the board to send any changes to the 2021 budget proposal to District Secretary Buckley or Commissioner Nicholson for consideration.

Commissioner Nicholson thanked Commissioner Ryan for all her hard work, patience, and help in the Finance Workgroup.

EXECUTIVE SESSION:

None.

ADJOURNMENT:

As there was no further business, the meeting was adjourned at 6:21 PM.

Ronnie Little
Ronnie Little, Commissioner

Cheryl Nicholson
Cheryl Nicholson, Commissioner

Charlotte Ryan
Charlotte Ryan, Commissioner

Linda Sartnurak
Linda Sartnurak, Commissioner

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, November 12, 2020 at 5:00 PM, location TBD.**

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Attachments: Agenda

Revenue Source & Benefit Charge Hearing 2021 Handout

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

Resolution No. 555 (authorizing a temporary interfund transfer between a restricted fund and an unrestricted fund)

Resolution No. 556 (authorizing the closure of unnecessary funds)

Fee for Transport (GEMT)

Chief's Report

Voucher Approval Documents

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