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**KING COUNTY FIRE PROTECTION DISTRICT 40**  
**BOARD OF FIRE COMMISSIONERS**  
**REGULAR MEETING MINUTES**



**4/8/2021**

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**DATE:** April 8, 2021  
**TIME:** 5:00 PM  
**PURPOSE:** Regular Meeting  
**LOCATION:** ZOOM MEETING ([www.zoom.us](http://www.zoom.us))  
Meeting ID: 886 4934 4889  
Password: 245066

**ATTENDANCE:**

**KCFD #40**

Ronnie Little, Commissioner  
Cheryl Nicholson, Commissioner  
Charlotte Ryan, Commissioner  
Linda Sartnurak, Commissioner  
Andrew Schneider, Commissioner

Laura Buckley, District Secretary  
Eric Quinn, Attorney

**RENTON RFA**

Scott Murphy, Facilities Manager  
Charles DeSmith, Deputy Chief  
Mark Seaver, Deputy Chief  
Roy Gunsolus, Assistant Chief  
Steve Heitman, Fire Chief

**PUBLIC**

Don Bivins, ESCI Consultant  
Jim Torpin, ESCI Consultant

**CALL TO ORDER + MOTION FOR ABSENT COMMISSIONERS:**

Commissioner Ryan called the regular meeting of King County Fire Protection District #40 to order at 5:01 PM with Commissioners Little, Nicholson, Sartnurak, and Schneider present. No absentee motions were requested for the next regular board meeting scheduled May 13, 2021.

Commissioner Ryan led the pledge of allegiance.

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**CORRESPONDENCE:**

**HB1362 Modifying Levy Rate Limit to 3% Rather Than 1%**

King County Fire Commissioners Association (KCFCA) sent a letter to fire districts advising of a Proposed Levy Increase presently under review with the House Finance Committee; The Bill would increase the current maximum annual levy increase from 1% to 3%. KCFCA urges fire districts to show support for The Bill, as it directly benefits the fire districts. Commissioner Ryan provided information to show support for HB1362 with Washington State Legislature.

*A copy of the correspondence is on file with the minutes.*

**WFOA Annual Conference**

WFOA announced the annual conference will be held October 21 to Saturday, October 23, 2021 at the Tulalip Resort. Contact District Secretary Buckley for assistance making room reservations.

*A copy of the announcement is on file with the minutes.*

**UNFINISHED BUSINESS:**

**Aid Car Purchase Proposal**

Commissioner Schneider recommends the district purchase the Horton brand aid car. The cost is slightly higher; however, Horton is a more reliable, better built brand, specializing in aid cars. The Horton maintenance shop is based in Kent, readily available for emergency mobile maintenance. Payment is due in full at the time of delivery, currently completion is estimated for June 2022. The additional cost to outfit unit to Zone 3 specifications is estimated to be \$10,000.

Deputy Chief Seaver explained the added values with the Horton aid car; local representatives, mobile mechanics, factory warranty, and Horton is the only aid unit offering seatbelts and airbags. Commissioner Little requested the duration of the warranty be verified, Chief Seaver will confirm and relay this information to the board.

Attorney Eric Quinn requested the list of published and unpublished purchasing options for the aid car, recommending his review of the documents prior to the board moving forward with the purchase of the apparatus. Legal counsel will review the complete purchase agreement prior to entering a contractual agreement.

*A copy of the aid car purchase proposal is on file with the minutes.*

### **Revised Policy #1130 (Workgroups and Organizations)**

Policy #1130 is currently under review and revision by Policy and Special Project Workgroup Commissioners Little and Schneider. Further research and discussion will be brought to the next regular meeting, specifically with regards to the scope of work defined at the formation of the **Contract Review & Options Workgroup**.

*A copy of draft policy #1130 is on file with the minutes.*

### **NEW BUSINESS:**

NONE

### **CHIEF'S REPORT:**

Chief Heitman went over the following items from the Chief's report:

1. Recognition Awards (to be livestreamed on FaceBook, April 15 at 9 AM)
2. Retirements and Promotions
3. Congratulations are in Order
4. Northeastern University First Responders Mental Health Focus Group Event
5. Recruit Update
6. Division Reports
  - Deputy Chief Gunsolus reviewed Response Services
  - Deputy Chief Seaver reviewed Support Services
  - Deputy Chief DeSmith reviewed EMS/Health & Safety
7. Please see the attached ESO reports for available Q1 2021 Response Operations Statistics.

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

### **FINANCIAL REPORTS:**

The March Cash Flow and Treasurer's Reports were not ready in time for the meeting, the District Secretary will distribute the financial reports to the board once available.

### **CONSENT AGENDA:**

The consent agenda consisted of:

- March 11, 2021 Regular Meeting Minutes
- March A/P Voucher in the amount of \$4,924.62
- April A/P Vouchers in the amount of \$15,181.25
- April Payroll in the amount of \$3,291.65

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**It was Moved by Commissioner Ryan to approve the consent agenda with an amendment (as suggested by Commissioner Little) to the March 11, 2021 minutes under UNFINISHED BUSINESS-Annual Workgroup Review-Contract Review & Options. Commissioner Schneider seconded. Motion Approved (5-0).**

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

**WORKGROUP REPORTS:**

- **Finance** (Nichelson + Ryan)  
Nothing to report.
- **Communications** (Nichelson + Ryan)  
Kent School District will be resuming in-person learning. Commissioners Nichelson and Schneider would like to coordinate face mask donations with Chief DeSmith to provide local schools with these resources. The workgroup will reach out to local schools to see how many masks they will need and coordinate delivery.
- **Facilities & Equipment** (Sartnurak + Schneider)  
Commissioner Schneider reported that the price to purchase an Extractor for Station 17 has substantially gone down to around \$9,300, which includes plumbing and installation charges. Commissioner Sartnurak stated that Facilities Manager, Scott Murphy, has been doing a great job taking care of Station 17.
- **Policies & Special Projects** (Little + Schneider)  
Policies previously discussed under Unfinished Business. Commissioner Schneider reported that the FD40 hats have arrived. He then said that the workgroup was not satisfied with this vendor, and they will look for someone local the next time we order District apparel.
- **Contract Review & Options** (Sartnurak + Little)  
Commissioner Little will represent Fire District 40 at the next contract negotiations meeting on April 12, and Commissioner Sartnurak will attend the April 28 session on behalf of the District.
- **Renton RFA Liaison** (Sartnurak)  
Renton RFA business previously discussed under the Chief's Report

**PUBLIC COMMENT:**

NONE

**EXECUTIVE SESSION:**

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A thirty-minute executive session was called at 6:06PM 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.

A fifteen-minute extension was added to the executive session at 6:36 PM.

An additional fifteen-minute extension was added to the executive session at 6:51 PM.

The regular meeting reconvened at 7:06 PM.

**GOOD OF THE ORDER:**

Commissioner Sartnurak thanked the Chief and the firefighters for spending their free time reaching out to members of the community for vaccinations and support.

**ADJOURNMENT:**

As there was no further business, the meeting was adjourned at 7:09PM.

*Ronnie Little*

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Ronnie Little, Commissioner

*Cheryl Nicholson*

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Cheryl Nicholson, Commissioner

*Charlotte Ryan*

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Charlotte Ryan, Commissioner

*Linda Sartnurak*

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Linda Sartnurak, Commissioner

*Andrew Schneider*

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Andrew Schneider, Commissioner

*Laura Buckley*

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Laura Buckley, District Secretary

The next regular meeting of the Board of Fire Commissioners will be held on **Thursday, May 13, 2021 at 5:00PM via Zoom.**

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Attachments: Agenda

HB1362 Modifying Levy Rate Limit to 3% Rather Than 1%  
WFOA Annual Conference  
Aid Car Purchase Proposal  
Revised Policy #1130  
Chief's Report  
Voucher Approval Documents

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