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**KING COUNTY FIRE PROTECTION DISTRICT 40**  
**BOARD OF FIRE COMMISSIONERS**  
**SPECIAL MEETING MINUTES**  
**2/8/2023**

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**DATE:** February 8, 2023  
**TIME:** 6:00 PM  
**PURPOSE:** Special Meeting and Fire Benefit Charge Hearing  
**LOCATION:** RENTON FIRE STATION #13:  
18002 108<sup>TH</sup> AVENUE SE, RENTON, WA 98055  
and  
ZOOM MEETING ([www.zoom.us](http://www.zoom.us))  
Meeting ID: 886 4934 4889  
Password: 245066

**ATTENDANCE:**

KCFD #40	RENTON RFA
Joe Pratt, Commissioner	None
Charlotte Ryan, Commissioner	
Linda Sartnurak, Commissioner	
Andrew Schneider, Commissioner	<b>PUBLIC</b>
Laura Buckley, District Secretary	Sean Penwell, Puget Sound Fire
Eric Quinn, Attorney	

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

Commissioner Schneider called the regular meeting of King County Fire Protection District #40 to order at 6:01 PM with Commissioners Pratt, Ryan, and Sartnurak present. **It was Moved by Commissioner Sartnurak to excuse Commissioner Parsons from this evening's meeting. Commissioner Pratt seconded. No discussion. Motion Approved (4-0).** No absentee motions were requested for the next special board meeting.

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Commissioner Schneider led the pledge of allegiance.

**FIRE BENEFIT CHARGE HEARING (FBC HEARING):**

Commissioner Schneider called the Fire Benefit Charge FBC hearing to order at 6:03 PM pursuant to RCW 52.18.070.

*The King County Fire District# 40 Board of Commissioners hereby convenes as the Benefit Charge Review Board pursuant to RCW 52.18.070. The Review Board is authorized to review property owner petitions for adjustment of the benefit charge imposed on their property when such petitions have been timely submitted in writing. The Board may adjust the charge to a true, fair, and just amount if the Board determines that a property owner has been charged too large a sum. The Review Board will remain convened until February 22, 2023. The Review Board will hold two public hearings to receive petitions, the first being today the second being February 22, 2023. The deadline for submitting petitions challenging the benefit charge was January 31, 2023, at 4:30 p.m.*

Puget Sound Fire Division Chief Sean Penwell presented a staff report on the petition process, reporting there was approximately a 23% increase in FBC charges this year; citizens who inquired were educated on the funding model using documents from the fall. Penwell reported no petitions have been filed to date, only inquiries.

*A copy of the FBC presentation is on file with the minutes.*

**RECONVENE REGULAR MEETING:**

The benefit charge hearing was adjourned, and the regular meeting reconvened at 6:07 PM.

**CORRESPONDENCE:**

A Thank You letter was received from the Station 17 crews to the district commissioners for the holiday gift cards.

*A copy of the Thank You card is on file with the minutes.*

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**UNFINISHED BUSINESS:**

- **Cell Tower Lease Update**

District Secretary Buckley informed Board Attorney Quinn that a check was received from American Tower for a single month of the old lease amount. She has not yet cashed/deposited the check and seeks advice on how to proceed. Attorney Quinn stated he will reach out to Verizon for an explanation; the district was to receive forty-eight-thousand dollars as a one-time lump sum plus an additional thirty-five-thousand dollars as a one-time signing bonus. He will let the district secretary know more soon.

**NEW BUSINESS:**

- **Policy Update: 1130 Workgroups and Organizations**

District Secretary Buckley presented revised Policy# 1130: Workgroups and Organizations outlining the new group name and responsibilities as decided at the January 24, 2023 special meeting.

**It was Moved by Commissioner Sartnurak to approve Policy# 1130 Workgroups and Organizations as presented. Commissioner Pratt seconded. No discussion. Motion Approved (4-0).**

*A copy of Policy# 1130: Workgroups and Organizations is on file with the minutes.*

- **Policy Review: 1210 & 1211 Officers of the Board Chair/Vice Chair**

District Secretary Buckley presented unrevised policies 1210 & 1211 Officers of the Board Chair/Vice Chair for the board's review only. No changes were made but are linked to newly revised Policy# 1130 Workgroups and Organizations.

*A copies of Policy# 1210 & 1211 Officers of the Board Chair/Vice Chair are on file with the minutes.*

- **Resolution No. 576 Regular Meeting Date/Time/Location**

Commissioner Parsons was able to procure a regular monthly meeting venue for Fire District 40 at Renton Fire Station #13 on the 2<sup>nd</sup> Thursday of every month at 6PM.

**It was Moved by Commissioner Sartnurak to accept Resolution No. 576 Regular Meeting Date/Time/Location as presented. Commissioner Pratt seconded. No discussion. Motion Approved (4-0).**

*A copy of Resolution No. 576 Regular Meeting Date/Time/Location is on file with the minutes.*

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**WORKGROUP REPORTS:**

- **Finance** (Pratt + Ryan)  
Nothing to report.
- **Communications - Newsletter** (Pratt + Sartnurak)  
Commissioner Sartnurak reported the workgroup is preparing for the next newsletter.
- **Communications - Website** (Parsons + Ryan)  
Commissioner Ryan reported she updated the photos on the website. She requested permission from Commissioner Schneider to use a photo of his daughters pushing in the aid car; permission was granted.
- **Policies & Special Projects** (Parsons + Sartnurak)  
Commissioner Sartnurak will begin work soon, Commissioners Pratt and Parsons are going to wrap up the Travel/Training policy at the February 22, 2023 meeting.
- **Renton RFA Liaison** (Schneider)  
Commissioner Sartnurak will be filling in for Commissioner Schneider at the next Renton RFA meeting.

**PUBLIC COMMENT:**

NONE

**GOOD OF THE ORDER:**

NONE

**EXECUTIVE SESSION:**

NONE

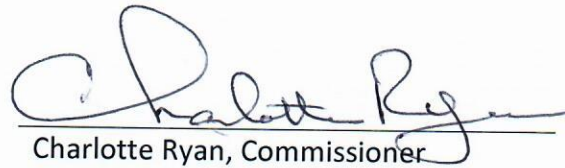
**ADJOURNMENT:**

As there was no further business, the meeting was adjourned at 6:20 PM

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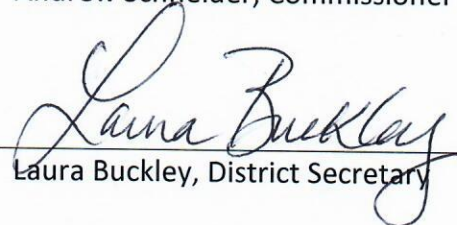
  
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Joe Pratt, Commissioner

  
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Charlotte Ryan, Commissioner

  
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Linda Sartnurak, Commissioner

  
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Andrew Schneider, Commissioner

  
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Steve Parsons, Commissioner

  
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Laura Buckley, District Secretary

The next regular meeting of the Board of Fire Commissioners will be held on **Thursday, March 9, 2023, at 6:00PM at Renton Fire Station #13, 18002 108<sup>th</sup> Avenue SE, Renton, WA 98055**. In addition, a special meeting will be held on **Wednesday, February 22, 2023, at 6:00PM at Renton Fire Station #13, 18002 108<sup>th</sup> Avenue SE, Renton, WA 98055** to conclude the *Fire Benefit Charge hearing and to conduct district business*.

- Attachments: Agenda  
FBC Presentation  
Thank You Card  
Policy 1130 Workgroups and Organizations  
Policies 1210 & 1211 Officers of the Board Chair/Vice Chair  
Resolution No. 576 Regular Meeting Date/Time/Location

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