
KING COUNTY FIRE PROTECTION DISTRICT 40



BOARD OF FIRE COMMISSIONERS

REGULAR MEETING MINUTES

3/9/2023

DATE: March 9, 2023
TIME: 6:00 PM
PURPOSE: Regular Meeting
LOCATION: RENTON STATION 13
18002 108th Ave SE, Renton, WA 98055
and
ZOOM MEETING
Meeting ID: 886 4934 4889, Password: 245066

ATTENDANCE:

KCFD #40

Steve Parsons, Commissioner
Joe Pratt, Commissioner
Charlotte Ryan, Commissioner
Linda Sartnurak, Commissioner
Andrew Schneider, Commissioner
Laura Buckley, District Secretary
Eric Quinn, Attorney (virtual)

RENTON RFA

Chuck DeSmith, Deputy Chief
Chris Krystofiak, Lieutenant

PUBLIC

Jim Torpin, Consultant

CALL TO ORDER + MOTION FOR ABSENT COMMISSIONERS:

Commissioner Schneider called the regular meeting of King County Fire Protection District #40 to order at 6:04 PM with Commissioners Parsons, Pratt, Ryan, and Sartnurak present. **It was Moved by Commissioner Pratt to excuse Commissioner Parsons from the April 13, 2023, regular meeting. Commissioner Sartnurak seconded. No discussion. Motion Approved (5-0).**

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It was Moved by Commissioner Parsons to excuse District Secretary Buckley from the April 13, 2023, regular meeting. Commissioner Pratt seconded. No discussion. Motion Approved (5-0).

Commissioner Schneider led the pledge of allegiance.

FIRE CHIEF'S REPORT:

- Chief's Report - DeSmith
- EMS/Health & Safety Report – DeSmith
- Response Operations Report- DeSmith
 - Chief DeSmith confirmed F431, F437, and F439 were sent to the WA State Department of Enterprise Services (DES) for surplus; F437 has already been sold, we don't know the amount yet.

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

CORRESPONDENCE:

- **Work-Life Fulfillment Workshop**
Renton RFA is hosting a health and wellness workshop to address work-life balance on March 22nd and March 23rd. Dinner and dessert will be provided. RSVP with Christine Noddings with the number of attendees in your party and the date you would like to attend.

A copy of the event flyer is on file with the minutes.

UNFINISHED BUSINESS:

- **Cell Tower Contract Payment Update**
Attorney Eric Quinn advised the board he will be reaching out to Verizon's legal team regarding when we can expect payment per the new contract. A second check was received by the district at the old monthly lease amount.

NEW BUSINESS:

- **DRAFT Newsletter 2023**
Commissioner Pratt presented a draft newsletter for the board's review and seeks approval to distribute to residents of Fire District 40. It was advised by the board to remove the word "lock" and to add a caption to the photo under 'Earthquake Safety'. A reminder to check

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the batteries in smoke detectors will be added under the “Spring Cleaning for Fire Safety” section. The board approves distribution with the minor changes to the newsletter.
A copy of the Draft Newsletter is on file with the minutes.

- **PDC Regulations**

Attorney Eric Quinn went over a list of election “dos and don’ts” to keep in mind when the district goes out for the levy lid-lift in the August election. Quinn will email the PDC guidance documents to District Secretary Buckley for distribution to the board.

A copy of the PDC Election guidelines is on file with the minutes.

- **Resolution Nos. 577 & 577-B Providing for Submission Levy**

Two different draft resolutions were brought to the board; Resolution No. 577-A addresses the levy lid lift limit factor of the greater of 1% or CPI, Resolution No. 577-B addresses the alternate option of a simple 6% levy lid lift factor. Board Attorney Quinn and Consultant Torpin both spoke to the advantages to each option in detail. The board will need to approve one of the resolutions at the April 13, 2023, regular board meeting.

A copy of DRAFT Resolution Nos. 577 and 577-B are on file with the minutes.

CONSENT AGENDA:

The consent agenda consisted of:

- February 22, 2023, Special Meeting Minutes
- March A/P Vouchers in the amount of \$10,656.61
- March Payroll in the amount of \$2,813.31

It was Moved by Commissioner Parsons to approve the consent agenda as presented. Commissioner Sartnurak seconded. No discussion. Motion Approved (5-0).

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

WORKGROUP REPORTS:

- **Finance** (Pratt + Ryan)
The workgroup has begun work on the annual report.
- **Communications - Newsletter** (Pratt + Sartnurak)
Nothing additional to report.
- **Communications - Website** (Parsons + Ryan)

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The workgroup will add post to website to obtain a “for” and “against” committee for the upcoming election.

- **Policies & Special Projects** (Parsons + Sartnurak)
The workgroup are beginning work to review policies for possible board-approved updates.
- **Renton RFA Liaison** (Schneider)
Commissioner Schneider will attend the Renton RFA Benefit Charge meeting on Monday.

PUBLIC COMMENT:

NONE

GOOD OF THE ORDER:

Commissioner Ryan stated that even though the City of Renton couldn't provide us with the Administrative password, they were able to install updates on the district computer. Still looking into options to receive ongoing IT maintenance services from Renton RFA.

Chris Krystofiak announced there is still time to donate to an individual or team for the Leukemia Foundation stairclimb fundraiser on Sunday, March 12, 2023.

Attorney Quinn confirmed to Board Secretary Buckley that the City of Renton is able to pay off the Station 13 Promissory note early without penalty, she will send the early payoff information to the City.

EXECUTIVE SESSION:

NONE

ADJOURNMENT:

As there was no further business, the meeting was adjourned at 7:07 PM.



Joe Pratt, Commissioner



Charlotte Ryan, Commissioner

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Linda Sartnurak, Commissioner



Andrew Schneider, Commissioner

Steve Parsons, Commissioner

Laura Buckley, District Secretary

The next regular meeting of the Board of Fire Commissioners will be held on **Thursday, April 13, 2023, at 6:00PM at Renton Fire Station #13, 18002 108th Avenue SE, Renton, WA 98055 and via Zoom to conduct district business.**

Attachments: Agenda

- Chief's Report
- Work-Life Fulfillment Workshop Flyer
- Draft Newsletter 2023
- PDC Election Guidelines
- Draft Resolution Nos. 577 & 577-B
- Voucher Approval Documents

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