
KING COUNTY FIRE PROTECTION DISTRICT 40
BOARD OF FIRE COMMISSIONERS
REGULAR MEETING MINUTES
6/13/2024



DATE: June 13, 2024
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	RENTON RFA
Steve Parsons, Commissioner	Steve Heitman, Chief
Joe Pratt, Commissioner	Charles DeSmith, Deputy Chief
Charlotte Ryan, Commissioner	Chris Krystofiak, Lieutenant
Linda Sartnurak, Commissioner	
Eric Quinn, Attorney	PUBLIC
Laura Taylor, District Secretary	None

CALL TO ORDER + MOTION FOR ABSENT COMMISSIONERS:

Commissioner Pratt called the regular meeting of King County Fire Protection District #40 to order at 6:00 PM with Commissioners Parsons, Ryan, and Sartnurak present. Commissioner Schneider had previously been excused from attending the meeting (see minutes of 5/9/2024).

Commissioner Pratt led the pledge of allegiance.

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FIRE CHIEF’S REPORT:

- Chief’s Report – Chief Heitman and Deputy Chief DeSmith

In addition to the report, Chief DeSmith reported that a mass CPR training event will be held on Saturday, July 13, 2024, at Kent Cornucopia Days.

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

CORRESPONDENCE:

None.

UNFINISHED BUSINESS:

None.

NEW BUSINESS:

- **District Secretary**

Laura Taylor reported that she will be stepping down as District Secretary effective June 30, 2024, due to time constraints. However, she’ll be available during the fall to help with the Fire Benefit Charge and Tax Levy.

CONSENT AGENDA:

The consent agenda consisted of:

- May 9, 2024, Regular Meeting Minutes
- June A/P Vouchers in the amount of \$6,292.76
- June Payroll in the amount of \$3,078.91

It was Moved by Commissioner Parsons to approve the consent agenda as presented. Commissioner Sartnurak seconded. No discussion. Motion Approved (4-0).

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

WORKGROUP REPORTS:

- **Finance** (Pratt + Ryan)
No report.
- **Communications - Newsletter** (Schneider + Sartnurak)
Commissioners Sartnurak and Schneider should have a draft newsletter for the next regular (July) meeting.

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- **Communications - Website** (Parsons + Ryan)
No report.
- **Policies & Special Projects** (Parsons + Sartnurak)
A number of revised policies shall be presented at the next regular (July) meeting.
- **Renton RFA Liaison** (Schneider)
No report.
- **Long-Range Planning** (Pratt + Sartnurak)
Commissioners Pratt and Sartnurak have met with our attorney and are in the process of gathering information.

PUBLIC COMMENT:

NONE

GOOD OF THE ORDER:

Commissioner Ryan thanked Katie Lewis (Renton RFA Communications Manager) for the excellent article highlighting District 40 in their recent newsletter.

Chief Heitman reported that the Renton RFA annual report per contract is available and can be discussed at the next regular (July) meeting. He also reported that they have received the new Station 17 brush truck chassis, and they are hoping it can be in service by the end of the year.

EXECUTIVE SESSION:

A twenty minute executive session was called at 6:23 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. No action is likely to be taken.

The executive session was extended an additional ten minutes at 6:43 PM.

The executive session was extended another five minutes at 6:54 PM.

The regular meeting reconvened at 6:58 PM.

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ADJOURNMENT:

As there was no further business, the meeting was adjourned at 6:58 PM.



Joe Pratt, Commissioner




Charlotte Ryan, Commissioner



Linda Sartnurak, Commissioner

Steve Parsons, Commissioner



Andrew Schneider, Commissioner

Laura Taylor, District Secretary

The next special meeting of the Board of Fire Commissioners will be held on **Thursday, July 11, 2024, 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
Voucher Approval Documents

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