

King County Fire Protection District No. 27

Minutes

A regular meeting of the Board of Commissioners of King County Fire Protection District No. 27 was held on January 12, 2016 at Station No. 271 located at 4301 334th PL SE in Fall City, Washington.

Chairman Hollis called the meeting to order at 7:05 p.m.

Present:

Chairperson Hansen
Commissioner Hollis
Commissioner Meredith – via phone 7:13 p.m.
Chief Connor
Secretary Evans

In Attendance:

Captain Larson
FF Noble
FF Jessen

BUSINESS FROM THE FLOOR:

Chairperson Election

Commissioner Hollis moved to nominate and elect Commissioner Hansen to the position. Commissioner Hansen accepted and the Motion Carried.

Secretary Evans stated that there is now a vacancy for the second Commissioner position on the Local Board for Volunteer Firefighters' Board. After discussion Commissioner Hollis stated that he would be willing to fill the position and the Board duly approved.

Local Board for Volunteer Firefighters Meeting

The Board convened into a Local BVFF meeting at 7:08 p.m. The Board convened back into the regular meeting at 7:13 p.m.

Chief Connor reported that King County Finance had taken the engine loan payment out of our bond account in error. To resolve this issue for the future they are requesting that the District set up a debt service fund for the accounting of the LOCAL COP loan. A resolution has been drafted to address this request. The Board moved this item for further discussion under the financial reports.

APPROVAL OF MINUTES:

On a Motion made by Commissioner Meredith and a second by Commissioner Hollis, the Board approved the minutes of the December 8, 2015 regular meeting and December 21, 2015 special meeting.
Motion Carried.

WARRANTS:

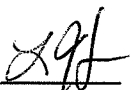
The Board reviewed the various vouchers drawn on the expense fund.

On a Motion made by Commissioner Hollis and a second by Commissioner Meredith, the Board approved the following expenses:

Voucher No. 21155 - 21193 totaling \$53,772.05
Payroll and EFT transactions totaling \$97,255.64
Motion Carried.

FINANCIAL REPORTS:

The Board reviewed the monthly budgets and financial statements. Secretary Evans stated that she had corrected some posting errors in the 2015 budget. There was \$3,874 that had been posted to the overtime expense which should have been in the three-person staffing line item. There was also \$710 that was moved to the training expense from overtime. In addition \$64 that was received for the banquet has been posted against the banquet expense line item. She is waiting to see if the posting error with the engine payment will result in any other adjustment towards the District's interest account before finalizing the 2015 budget.



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As stated previously, King County Finance posted the District's loan payment for the engine to our bond account in error. In the past these loan payments were taken out of our regular expense fund. King County has requested that we set up a separate fund to account for our debt service with the LOCAL program. Resolution 2016-2 - Authorizing a Debt Service Fund was reviewed by the Board.

Chairperson Hansen made a Motion to approve Resolution 2016-2 Authorizing a Debt Service Fund, and Commissioner Hollis provided a second. Motion Carried.

STATION USER AGREEMENTS:

CORRESPONDENCE:

WFOA 2016 Saturday Seminar Series

Chairperson Hansen had some interest in attending the seminar in June. Commissioner Hollis made a Motion to approve attendance and compensation for the WFOA seminars and Commissioner Meredith provided a second. Motion Carried.

CHIEF'S REPORT:

Alarms

In December, the District responded to 26 BLS Aid calls, 10 ALS Aid calls, 7 Fire calls and 14 Service calls for a total of 57. The fiscal year total at the end of the month was 190 alarms, compared to 210 in the 2015 fiscal year. The calendar year to date total at the end of the month was 828 alarms compared to 824 in 2014. The District requested mutual aid on 5 alarms of which we cancelled 2 times. The District provided mutual aid on 19 alarms of which we were cancelled 7 times.

The 01:30 turnout time standard was achieved on 24 of 50 calls which is 48.0%. The 90% turnout time was 02:18. Alarm Charts for the month were provided for review and the annual summary of alarms for 2015 was also provided to the Board.

Volunteer Firefighters / E Shift Program

Three of the four new recruits have completed the EMT class and practical skills examination. One recruit has some makeup and testing due to an emergency hospitalization just prior to class completion. A new recruit class is in the works and should be underway by the beginning of February.

NORCOM

Chief Connor reported that the regular monthly Governing Board meeting was held last Friday morning. Discussions continue regarding the calculation of the agency fee for dispatch services. It is likely that a new formula will be adopted and applied in 2017.

Shared Staffing

A meeting with the labor representatives and Chiefs was held last month. The shared staffing program has been suspended. A restart of the program may occur in the future pending a reset and reorganization of goals and objectives.

Consolidation Exploration

Chief Connor reported that Duvall is interested in meeting to discuss areas and interest in consolidation of functional activities in the future. At this point they are proposing one Commissioner from each agency meeting informally with the Fire Chiefs to share ideas and information. The Board discussed further and Commissioner Hollis stated that he could attend the meetings. Chief Connor also stated that Snoqualmie may have some interest as well. Secretary Evans requested approval of compensation for the meetings. On the Motion of Commissioner Meredith and a second provided by Commissioner Hollis the Board approved attendance and compensation for the meetings.

Engine Procurement

Chief Connor reported that there are two items remaining to be addressed with the new engine. The items have not prevented the District from training with the apparatus nor will it delay placing it in service.

Harkleroad Annexation

Chief Connor reported that the District had received a letter from the Washington State Boundary Review for King County confirming that the Boundary Review Board considered the Notice of Intention (File No. 2369) submitted by the District on October 21, 2015 to be complete. The 45 day comment and filing period ended on December 6, 2015 with no request filed to invoke jurisdiction of the Boundary Review



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Board. The District also received a closing letter from the Boundary Review Board indicating that they considered the proposed action in the Notice of Intention (File No. 2369) to be complete, subject to adoption of a final resolution of the Board of Commissioners declaring the annexation complete.

Resolution 2016-1 Resolution Providing for Annexation was presented for Board consideration. Commissioner Hollis moved to adopt Resolution 2016-1, a second was provided by Chairperson Hansen. Motion Carried.

2016 Draft Budget

Chief Connor stated that the draft budget should be adopted with the caveat that the property tax revenue amount on line one will be updated when the final numbers and certification of assessed valuation are received by the Assessor's Office.

Commissioner Hollis provided a Motion to adopt the 2016 budget with the tax revenue to be adjusted accordingly. Chairperson Hansen provided a second. Motion Carried.


NEW BUSINESS:

Adjournment:


With no further business to discuss the meeting was adjourned by Chairperson Hansen at 7:48 p.m.

Attest:
Melinda Evans
Board Secretary

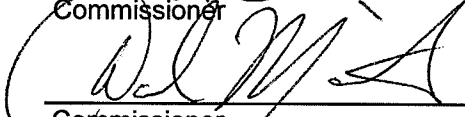
Melinda Evans



Commissioner



Commissioner



Commissioner