

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 December 8, 2015 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:

Chairman Hollis
Commissioner Hansen
Commissioner Meredith - via phone
Chief Connor
Secretary Evans

In Attendance:

Lt. Koehnen
FF Jessen

BUSINESS FROM THE FLOOR:

Oath of Office

Commissioner Meredith read his oath of office for Commissioner Position No. 3.

APPROVAL OF MINUTES:

On a Motion made by Commissioner Meredith and a second by Chairman Hollis, the Board approved the minutes of the November 10, 2015 regular meeting and November 24, 2015 special meeting.
Motion Carried.

WARRANTS:

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

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

Voucher No. 21098 - 21117 totaling \$3,676.44
Voucher No. 21118 - 21154 totaling \$34,476.33
11/30/15 EFT Payroll Tax Deposit - \$681.28
December Payroll and EFT transactions totaling \$112,486.56
Motion Carried.

Resolution 2015-10 - Canceling Warrant No. 9413430

Secretary Evans stated that a warrant payable to KC Fire District 45 in the amount of \$721.08 for shared staffing last month was incorrect. A corrected voucher was included in tonight's payables.

On a Motion made by Chairman Hollis and a second by Commissioner Meredith, the Board approved Resolution 2015-10 - Canceling Warrant No. 9413430.

Motion Carried

FINANCIAL REPORTS:

The Board reviewed the monthly budgets and financial statements. The Board discussed transferring funds into the operational reserve account.

On a Motion made by Chairman Hollis and a second by Commissioner Hansen, the Board approved the transfer of \$100,000.00 from the cash account into the operational reserve account.

Motion Carried

The GO Bond payment of \$155,288 and the interest only engine payment of \$10,142 posted on December 1st. The residual payment to Spartan Motors in the amount of \$293,245.86 was scheduled for deposit today. The remaining loan balance of \$1,754.14 will be used to pay some of the radio installation costs for the engine.

STATION USER AGREEMENTS:

CORRESPONDENCE:

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CHIEF'S REPORT:

Alarms

In November, the District responded to 19 BLS Aid calls, 17 ALS Aid calls, 8 Fire calls and 14 Service calls for a total of 58. The fiscal year total at the end of the month was 133 alarms, compared to 144 in the 2014 fiscal year. The calendar year to date total at the end of the month was 771 alarms compared to 758 in 2014. The District requested mutual aid on 1 alarms of which we cancelled 0 times. The District provided mutual aid on 21 alarms of which we were cancelled 9 times.

The 01:30 turnout time standard was achieved on 23 of 47 calls which is 48.9%. The 90% turnout time was 02:10. Alarm Charts for the month were provided for review. Chief Connor also stated that the turnout time standard will be adjusted beginning in January.

Annual Alarm Attendance Report

Chief Connor provided a copy of the 2015 fiscal year alarm and drill attendance report to the Board. This report was used to complete the Volunteer Payroll.

Volunteer Firefighters / E Shift Program

The four new recruits are continuing to attend EMT class on Wednesday evenings and on Saturdays. The practical skills testing and last class is one week from this Saturday on the 19th.

NORCOM

Chief Connor reported that the regular monthly Governing Board meeting is scheduled for this Friday morning. Last month a discussion was held regarding the calculation of the agency fee for dispatch services. It is likely that a new formula will be adopted and applied in 2017. He further explained that there are more costs associated with the police services than for fire and the new formula will apportion those costs more fairly.

Employment Update

Chief Connor reported that a final offer of employment was made and accepted by Shaun Baker. His first day of employment was November 19th. Shaun will be assigned at the Washington State Fire Training Academy beginning January 22, 2016 and continuing through April 15, 2016. Commissioner Hansen asked if the District would utilize a temporary employee while FF Baker is at the Academy. Chief Connor replied that may be an option however FF Martindale has been offered employment with another agency.

Shared Staffing

A meeting with the labor representatives and Chiefs is planned for next week.

Executive Session

Chief Connor requested that an executive session be held in accordance with RCW 42.30.140(4)(a) to discuss the Collective Bargaining Agreement.

UNFINISHED BUSINESS:

Resolution 2015-7 Property Tax Resolution

There was some wording clarification in the resolution and the tax increase amount was corrected per the recommendation of the Assessor's Office. The intent of the resolution and total amount to be collected did not change. The Board reviewed the resolution and affirmed their intent.

On the Motion of Chairman Hollis and a second by Commissioner Hansen, the Board adopted the revised Resolution 2015-7 Property Tax Resolution.

Motion Carried.

Engine Procurement

Chief Connor reported that there are four items remaining to be addressed with the new engine. The items will not prevent the District from training with or placing the apparatus in service. A wire transfer payment is scheduled to be made today. Once the MSO is received the District will make application for title and license the vehicle. This is expected late this week or early next week.

Harkleroad Annexation

Chief Connor reported that the Notice of Intention had been filed with the Washington State Boundary Review Board for King County on October 21, 2015. The 45 day comment and filing period ended on

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December 6, 2015. The District expects the final paperwork from the Boundary Review Board will arrive soon. The final District action is a Resolution declaring the annexation complete.

2016 Draft Budget

No update. The budget draft is awaiting posting of final numbers when available.

OTHER:

The Board scheduled a special meeting on December 21, 2015 at 10:00 a.m. to discuss the collective bargaining agreement and the Harkleroad annexation.

NEW BUSINESS:

EXECUTIVE SESSION:

The Board convened into a 15 minute Executive Session at 8:00 p.m. in accordance with RCW 42.30.140(4)(a) to discuss the Collective Bargaining Agreement. An additional seven minutes was needed to continue the discussion. The Executive Session ended at 8:22 p.m. and the Board convened back into the regular meeting.

Adjournment:

With no further business to discuss the meeting was adjourned by Chairman Hollis at 8:22 p.m.

Attest:
Melinda Evans
Board Secretary

Melinda Evans

[Signature]
Commissioner

[Signature]
Commissioner

[Signature]
Commissioner