

SNOHOMISH COUNTY FIRE DISTRICT NO. 21

Board of Fire Commissioners Regular Meeting
Monday, January 21, 2019 @6:30 p.m. @Station 49
12131 228th Street NE, Arlington, WA 98223

Call to Order: Chairman Nordstrom called the meeting to order at 6:30 p.m.

Attendees: Chairman Nordstrom, Commissioners Dave Safford & Ed Taft, Fire Chief Chad Schmidt, Executive Assistant Darla Tiner. There were four Crew present.

Flag Salute: Chairman Nordstrom led the flag salute.

Public Comment: Firefighter stated that the Board is doing a good job.

Consent Agenda:

- 1) Approval of minutes from December 10, 2018, Regular meeting
- 2) Approval of minutes from December 17, 2018, Special meeting
- 3) Approval of minutes from December 19, 2018, Special meeting
- 4) Payroll: December = \$41,316.60
- 5) Financials: \$75,592.11

Chairman Nordstrom made a motion to approve the Consent Agenda items 1–5 as amended; Commissioner Safford seconded. Motion carried by unanimous vote.

Discussion of several budget line items:

1. District cannot do own EVAP training because no qualified instructors.
2. Station plumbing issues due to backed up septic. Suggested to set up a schedule to regularly pump the septic ourselves.
3. Discussion of which company to use for vehicle tire repair. FF Bates found that Les Schwab would have charged us \$100 less than what Purcell Tire did for recent repair. Commissioner Taft stated that we get a discount with Purcell. Chief will look into both options.
4. Question on Stilly Auto Parts late fee – we do not pay that.
5. Concern expressed regarding paying BVFF fees for Volunteers who end up not meeting the minimum requirements. It was explained that the District receives those funds back for any Volunteer who does not meet their requirements. The Chief is also monitoring the Volunteers'

Old Business:

Station 50 Update –

- Project Management Contracts Analysis – Discussion of various options/project managers held.
 - Commissioner Taft offered his own services. Will bring back his own proposal to the next Board meeting. Chief stated would like a “Plan B” in case Commissioner Taft finds the project too time-consuming.
 - Chairman Nordstrom sent the Board Architect Hugh McKechnie’s proposal to the Board.
 - Commissioner Safford would like to see References from Mr. McKechnie.
 - Chairman Nordstrom will obtain Architect Charlie Demming’s proposal.

- Attorney Davis recommended the Board determines a potential Project Manager's;
 - Qualifications
 - Hourly rate
 - Then, you tell them the hours they will work, knowing what the rate will be. That way helps to control staying with the proposed budget.
- Funding – Several funding options discussed. District had already provided for the funding in their Strategic Plan in the Facilities Reserve. Chief Schmidt suggested a loan. He will also speak with the District's attorney regarding a non-voted bond.
- Water Main – Vacant land owners are still being tracked down. More difficult process than thought it would be.

Contract with FCS for Service Analysis – The District does not approve of the way the City of Arlington is calculating their charges to us for call responses. Chief Schmidt would like to hire FCS to do a true cost analysis of the actual costs of calls. This will cost approximately \$12,000. The City has agreed to abide with the findings of FCS's analysis report.

Commissioner Safford made a motion to approve the hiring of FCS to do a true cost analysis of the City of Arlington's cost to handle our District's calls, process not to exceed \$12,000; Chairman Nordstrom seconded. Motion carried by unanimous vote.

Chairman Nordstrom suspended the meeting at 7:48 p.m. for personal breaks.
Chairman Nordstrom resumed the meeting at 7:54 p.m.

Station 49 Remodel – Discussion held regarding remodeling on the existing floorplan vs. expanding the floorplan on the backside of the fire station and the costs involved. Chief Schmidt will obtain 3 bids for the two options and bring to the next meeting. Commissioner Taft will also have Doug Hannah do an estimate.

Audit Report – Update – No big issues so far. The District stayed within budget, was sustainable. Some minor concerns:

- Some minor questions regarding business with Vendors.
- Self-Insurance concerns. Want letter from State giving their approval for District to self-fund.
- There was an adjustment of \$216,000 in 2016 that does not have an explanation. Nothing is out of balance, but there should be a note in the budget stating the reason for this.
- Some issues with the Board Minutes.

Final report will come soon.

Resolution 2019-01 – EMS Charges and Collection Process – Still looking at how to avoid charging District employees.

Chairman Nordstrom made a motion to approve Resolution 2019-01 – EMS Charges and Collection Process; Commissioner Safford seconded. Motion carried by unanimous vote.

New Business –

Selection of Chair and Vice Chair of Board –

Chairman Nordstrom moved to appoint Dave Safford as Chairman of the Board for 2019;

Commissioner Taft seconded. Motion carried by unanimous vote.

Commissioner Safford moved to appoint Ed Taft as Vice Chairman of the Board; Chairman Nordstrom seconded. Motion carried by unanimous vote.

Awards Banquet February 9th, 5:30 p.m. – Reminder to let Darla know if you plan to attend by Friday, January 25, 2019.

Disaster Preparedness – Chairman Nordstrom would like Chief Schmidt to put together a notebook on Disaster Preparedness for the District, with Tabs of areas of concern:

- Identify Resources
- Communications
- Shelter and Provisions
- Mitigation Plans
- Etc.

Chief will talk with Snohomish County DEM for input.

Resolution 2019-02 – Authorize Participation in PERS –

Chairman Nordstrom made a motion to approve Resolution 2019-02 – Authorize Participation in PERS;

Commissioner Safford seconded. Motion carried by unanimous vote.

Chairman Nordstrom called a Special Meeting for Monday, February 4th at 6:30 p.m. to finalize Chief Schmidt's contract.

Potential New Radios for Fire Districts – SERS will provide all districts with new replacement radios by the 3rd quarter of 2019. It will be a one-for-one replacement. Districts are looking into the replacement to be more for what each District needs instead.

Chief/Secretary Reports:

- The three new fulltime employees were formally sworn in just before the Commissioner's meeting. They will be part of Local 3728.
- Chief Schmidt will begin negotiations with City of Arlington's Firefighter's Union regarding a Union Contract for our people. If the Board has any ideas, please submit them to the Chief.

Commissioner Reports:

- Commissioner Safford will be attending Legislative Day in Olympia on January 24th to meet with our local Representatives regarding current issues/concerns of fire districts. Some of the topics will be:
 - Raising the lid on EMS levies to .75.

- Fire Academy funding
- Improve Pensions
- Regional funding
- Wildland fire fighting funding
- The Saturday Seminars have been listed for 2019.
 - June - Chelan attendees so far: Chairman Nordstrom, Commissioner Safford, Chief Schmidt
 - March 2nd – Clearwater attendee: Commissioner Safford

FF Spencer asked if there has been any decision made on what the Tender Engine 50 will be. FF Bates is putting together a committee to handle this and FF Spencer is welcomed to be a part of it.

Announcements:

- Special Meeting called for Monday, February 4, 2019, at 6:30 p.m. at Station 49
- Next Regular Commissioner meeting on Monday, February 11, 2019, at 6:30 p.m. at Station 49

Adjournment: There being no further business, the meeting adjourned at 9:05 p.m.

Minutes Approved By:

Chairman Safford

Commissioner Nordstrom

Commissioner Taft

Fire Chief/Board Secretary Schmidt