

# **SNOHOMISH COUNTY FIRE DISTRICT NO. 21**

Board of Fire Commissioners Regular Meeting

Monday, June 8, 2020 @6:30 p.m.

@Arlington Heights Improvement Club

**Call to Order:** Chairman Taft called the meeting to order at 6:53 p.m.

**Attendees:** Chairman Taft, Commissioners Nordstrom & Safford, Chief Schmidt and Executive Assistant Tiner. There were two Citizens and two Crew present.

**Flag Salute:** Chairman Taft led the flag salute.

**Public Input:** None

**Union Input:** None

**Volunteer Input:** None

## **Consent Agenda:**

- 1) Approval of minutes from May 11, 2020, Regular meeting
- 2) Approval of minutes from May 21, 2020, Special meeting
- 3) Payroll: May = \$81,377.99
- 4) Financials: \$316,190.31

***Commissioner Safford made a motion to approve the Consent Agenda items 1-4 as presented.***

***Commissioner Nordstrom seconded; Motion carried by unanimous vote.***

## **Old Business:**

### **Station 50 Update –**

- Commissioner Nordstrom reported on the meeting with Bob Campbell and the City of Arlington regarding the water concerns. Nothing new from those discussions.
- City told the Fire District to move forward with building plans, but Chairman Taft wants something in writing regarding the water.
- City would like a letter of support from the District in support of County concerns. Commissioner Nordstrom suggested that we draft up such a letter.
- Once the District knows the actual cost associated with the water line from the Engineers, can take the true numbers to the City for discussion.
- Discussion of either the District or the Union taking over the Improvement Club for mutual utilization. Concern expressed about the District being able to rent out the land for public functions.

### **Fulltime Fire Chief –**

Chief wanted to clarify that, if the District hires a fulltime Fire Chief, it would not affect the plans to hire additional fulltime firefighters.

### **Five Member Board –**

To place our five member Board on the November ballot, we need to submit our paperwork by August 4<sup>th</sup>.

### Old Policy Book –

The Chief is looking at the District's Policy book and making changes to bring it up-to-date. Commissioner Safford has also given some input. Should have a book for the Board to review by the end of the Summer. Then the Crews will have 30 days to also review it. Then will move it to Approval.

### New Business:

#### Station 49 Change Order #1 Approval–Additional Transport Pipes -

- Piping for sewage project was done incorrectly. Needed to redo the piping. Change Order #1 for \$695.67.
- Chairman Taft expressed concern over the bidding process for projects, that they should all be held at a public meeting of the Board.
- Discussion held regarding the process of approving work to be done. The Chief explained that small projects are handled by a bidding process managed by Project Manager Cargile. This is to keep project delays to a minimum. Larger projects go through the more formal bidding process through the Board. This all follows the State's legal bidding process.
- Chairman Taft asked the Board to think about this and will discuss at the next meeting.

***Commissioner Nordstrom made a motion to approve Station 49 Change Order #1–Additional Transport Pipes for \$695.67. Commissioner Safford seconded; Motion carried by unanimous vote.***

#### Station 50 Change Order #2R Approval-Schematic Design Services –

- Schematic designs by TCA. TCA's services will be billed in phases, for easier payment.

***Commissioner Safford made a motion to approve Station 50 Change Order #2R-Schematic Design Services for \$185,305.13. Commissioner Nordstrom seconded; Motion carried by unanimous vote.***

#### Station 50 Change Order #3R Approval-Off-site Waterline Extension Design -

- Chairman Taft wants to know what the City will do before moving forward. Discussion held.

***Commissioner Nordstrom made a motion to approve Station 50 Change Order #3R-Off-site Waterline Extension Design for \$241,655.13. Commissioner Safford seconded; Motion carried by a vote of two to one, with Chairman Taft voting Nay.***

### Chief/Secretary Reports:

#### Apparatus Report –

- Tender Engine is at the Camano Island F&R Shop for its annual inspection.
- The Brush Truck has the bed on it. Will go to the Camano Island F&R Shop to finish it. Should be ready by fire season.
- Will bring a proposal to the Board by August to obtain a ten year bond to purchase a demo Fire Engine by the end of Summer.
- New Hovercraft is here. Will be put in service soon. FF Nunemaker obtaining estimates for a trailer for it.

- ATV's street legal kit will be installed soon. Unable to apply designation decal on roof because of texture. Looking at stencils instead.

Grants – Will start applying for some soon, now that agencies are opening back up.

Chief Report –

- COVID – Current response plan continuing through June. District has plenty of supplies, thanks to the County.
- Snohomish County EMS office restructuring and moving to North County Regional Fire Authority.
- Will be attending the Washington Fire Chief's Conference in Sept. Will send the Board the curriculum to ask their input on any classes they wish him to take.

**Commissioner Reports:**

SNURE Seminars – Chairman Taft and Commissioner Safford attended two video conferencing seminars covering Board duties, Finances and Open Public Meeting Act. Chairman Taft understood that Resolutions to change a meeting cannot be signed at the changed meeting. Discussion held. Chairman Safford researched the Commissioner's Handbook, but did not find anything that stated that.

The District received three Citizen thank you's for services rendered.

**Announcements:**

- Next Regular Commissioner meeting Monday, July 13, 2020, at 6:30 p.m. at the Arlington Heights Improvement Club (AHIC). Will start talking about the 2021 Budget, and a fulltime Fire Chief.

**Adjournment:** There being no further business, Commissioner Safford moved to adjourn the meeting at 8:23 p.m.

**Minutes Approved By:**

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Chairman Taft

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Commissioner Nordstrom

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Commissioner Safford

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Fire Chief/Board Secretary Schmidt