Snohomish County Fire District #4

MEETING MINUTES

REGULAR MEETING
BOARD OF FIRE COMMISSIONERS

DATE: Monday, June 24, 2019
LOCATION: Headquarters Fire Station #43 – Lauterbach Room
1525 Ave. D – Snohomish, WA

BOARD MEMBERS PRESENT: MARK HINTZ, Chairman
COMMISSIONER SCHMOKER, Fire Commissioner
RICHARD E. FLATH, Fire Commissioner

STAFF MEMBERS PRESENT: Ron Simmons, District Secretary/Fire Chief
Kristina Blair, Office Manager

ROLL CALL
Chairman Hintz called the meeting to order at 19:06 hours. All members of the Board were present.

ADOPT/ADJUST AGENDA
Chief Simmons added two Purchase Authorizations, both for electronics that were planned in the budget. They were added as Items D & E under ACTION ITEMS. Commissioner Schmoker moved to accept the Agenda as amended, Commissioner Flath seconded, the motion passed with all ayes.

MINUTES OF PREVIOUS MEETING
Discussion: Commissioner Schmoker asked to have the minutes of the June 10th meeting changed regarding a paragraph about Chief Simmons meeting with the Mayor.

Action: Commissioner Schmoker made a motion to approve the minutes with the amendment. The motion was seconded by Chairman Hintz and passed.

PUBLIC COMMENT
Mike Jorve was in attendance. There was no public comment.

OLD BUSINESS
Title
No Old Business was discussed
ACTION ITEMS

A. Financial Business
   1. Accounts Payable: Batch # 349970 is in the amount of $30,198.83
   2. Payroll: Payroll is in the amount of $397,423.86.

   Discussion: Commissioner Flath asked about fees for Dr. Beecroft. Chief Simmons explained that it is a flat fee for all services billed quarterly and there is no additional billing from the doctor.

   Action: Commissioner Schmoker moved to accept the Accounts Payable and Payroll. It was seconded by Commissioner Flath and passed unanimously.

B. Purchase Authorizations

   Discussion: RLB Grounds Maintenance - Chief reviewed the process for this type of service. Mr. Wilson obtained 3 bids and is making his recommendation. Commissioner Flath asked about bids and noted that some show the sales tax and some don’t. He had concerns that they may be charging tax at the incorrect rate since the RLB grounds are not in City Limits. Commissioner Schmoker indicated they all have to charge sales tax but they don’t always list that amount specifically on a bid. Commissioner Flath would like to have tax included on the bids. The Chief is aware of a form that is available that would require this to be included, he will change our procedure to include it.

   Action: Commissioner Schmoker moved to approve the purchase authorization for grounds maintenance with Longs Landscaping for 5 months at a cost of $6,300, Commissioner Flath seconded. The motion passed unanimously.

C. Action Item – Certify Firefighter/EMT Hiring List

   Discussion: Chief reviewed the details of why a new list is being presented. Ultimately a few of the applicants had not completed all the requirements so they had to be removed from the list. The list will be active for two years.

   Action: Commissioner Schmoker moved to accept the list and, Commissioner Flath seconded the motion, passing with all ayes.

D. Purchase Authorization – CDW-G

   Discussion: Four Surface Pro Tablets @ $5,449.91.

E. Purchase Authorization – CDW-G

   Discussion: Ten (10) PC’s to Replace Windows 7 Computers @ $10,085.49.

   Action: Commissioner Schmoker moved to approve both Purchase authorizations D&E. Commissioner Flath seconded and passed with all ayes.
NEW BUSINESS
Title
No New Business was Introduced.

PUBLIC COMMENT
No comments.

DISTRICT STAFF AND WORK GROUP COMMENTS
Chief asked the Commissioners if there was anything they wanted to comment on relating to his proposed Press Release for the EMS Levy. They all liked what they read and said to send it as presented.

Numerous members are working hard to promote our July 13th public event at the training site.

One of our three FT Firefighter candidates is taking their physical today. The other two are ready to start July 1st.

The Chief reported that our plan to send a FF/PM to the Bates Academy in September has been quashed. Captain Osborne was informed by Bates earlier in the year that they may exclude us if the South Sound Counties who support their program had a need. Because the North Bend Academy is closed for the year numerous departments are scrambling to have training opportunities for their new people. Chairman Hintz asked about the current status of the other Fire Academy’s. All Academies that we have used are full. Chief Simmons pointed out that the Union contract verbiage says that new personal will attend the “next available academy”. The Chief will continue to work with training and the Local to find opportunities for our new people.

Chief met with the interim Chief from South County recently. The issue that we had been discussing related to Auto and Mutual Aid has been tabled. They will be working on some related issues and we will revisit this at the end of the year.

COMMISSIONER COMMENTS
Commissioner Schmoker asked about the meeting times for the 8th and the 22nd of July and whether they were evening or morning meetings. After clarification, he indicated he won’t be able to make the evening meeting of July 8th.

EXECUTIVE SESSION
The Regular meeting was adjourned to Executive Session to last no more than 30 minutes with no action expected to be taken.
RE-CONVENE

At 2020 hours the regular meeting was re-convened. There was no action taken.

ADJOURN

At 2025 hours, the Regular Board Meeting was adjourned.

MINUTES OF REGULAR FIRE COMMISSIONERS BOARD MEETING,
June 24, 2019

Minutes prepared and submitted by:

[Signature]

Kristina Blair, Office Manager

MINUTES APPROVED BY FIRE COMMISSIONER:

[Signature]

07/08/2019
Date