Snohomish County Fire District #4

MEETING MINUTES

REGULAR MEETING
BOARD OF FIRE COMMISSIONERS

DATE: Monday, February 4, 2019
LOCATION: Headquarters Fire Station #43 – Lauterbach Room
1525 Ave. D – Snohomish, WA

BOARD MEMBERS PRESENT: MARK HINTZ, Chairman
RICHARD FLATH, Fire Commissioner
JIM SCHMOKER, Fire Commissioner

STAFF MEMBERS PRESENT: Ron Simmons, District Secretary/Fire Chief
Mike Gatterman, Deputy Chief
Cherie Gatterman, Records Specialist

ROLL CALL
Chairman Hintz called the meeting to order at 1900 hours. All members of the Board were present.

ADOPT/ADJUST AGENDA
There were no changes or additions to the agenda.

MINUTES OF PREVIOUS MEETING
Discussion: Commissioner Hintz noted that the dates he will be gone, mentioned in the previous meeting minutes, are incorrect. The correct dates are the 11th through the 25th of February.
Action: Commissioner Schmoker made a motion to approve the minutes with the above correction; the motion was seconded by Commissioner Flath and passed.

PUBLIC COMMENT
No Public comment.

PROMOTION OF NEIL BROUMLEY TO MEDICAL SERVICES OFFICER / LIEUTENANT
Chief Simmons announced Neil Broumley’s promotion to MSO - Lieutenant. After reciting the Oath, Lieutenant Broumley’s wife Tina, pinned his badge on his uniform and Chief Simmons gave him his red officer helmet and Certificate of Promotion.

OLD BUSINESS
None

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ACTION ITEMS
Financial Business
Accounts Payable
Discussion: Batch #345638 is in the amount of $49,341.75. Commissioner Flath had questions about the following Accounts Payable entries:

#1) Angel Transport. Chief Simmons explained that this is for extrication training at RLB and this takes place twice a year.

#10) Address Signs. Chief Gatterman explained this is for the blank ones used to make signs for sale to public. He went on to say that we don't make money from the sale of the signs and that we only only charge the public for the cost of materials.

#14) Inter Agency Fire & EMS. Chief stated that this as the assessment for the County-wide Special Operations Teams, and he gave a brief explanation.

#16) Summit Law Group. Chief Simmons said an on-going personnel issue has required constant Legal Counsel.

#24) Unemployment Benefits. Chief Gatterman gave a brief explanation.

#29) Snohomish County EMS. Chief Simmons said this is a special assessment for EMS council; Chief Simmons gave an explanation about what this pays for.

Chairman Hintz had a question about #7) Life Assist. Chairman Hintz thought the amount was high. Chief Simmons explained that this is for EMS supplies and these invoices were for several items.

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

Approve Purchase Authorization, Appraisal Fee, City of Snohomish Property Exchange
Commissioner Flath asked what the estimated cost for the appraisal is. Chief Simmons said it would be $10,000.00. Commissioner Schmoker made a motion to approve the Appraisal fee for the Snohomish Property exchange; it was seconded by Chairman Hintz and passed.

NEW BUSINESS
Station 40 Roof
Chief Simmons asked how the Commissioners feel about this kind of expenditure and a metal roof vs. composite. Chairman Hintz asked how long Station 40 would be a part of our district. Chief Simmons said at least 5 more years but that there has been no real conversation about parting with this property. There was discussion about the potential for growth in that area in the future. Commissioner Schmoker said we should look at the options for materials and Chief Simmons suggested getting estimates for both types of materials and the Commissioners agreed.
Finance Strategy
Chief Simmons began by explaining that this conversation comes about as a result of discussions we are having about stations, personnel, and the changes that are and may be occurring with other departments in the County. He explained that this is not a decision needing to be made, but that this needs be part of the conversation as we work through our planning for the future. There was general discussion about past and current conservative financing and what a change in strategy might look like. The Chief stated that this will not happen in a year and considering the past history of presenting these issues to our public, may not even happen on the first attempt. Our initial effort should be a communication strategy for the EMS Levy that includes a plan for the future. Commissioner Flath suggested that a written planning strategy with all the accompanying components might be good to have. The Chief will work on that. There was discussion about the Strategic Plan and current issues about the station as they relate to this issue.

Commissioner Training – Public Meeting Act & Public Records Act
Chief Simmons gave a power point presentation on the Public Meeting Act and Public Records Act. The Chief briefly discussed specific sections of each law. After the presentation, Chief Simmons commented that our Public Records Policy is in need of updating and that he and our Records Specialist will be working on that as a priority.

PUBLIC COMMENT
No public in attendance at this time.

DISTRICT STAFF AND WORK GROUP COMMENTS
Chief Simmons mentioned there will be a Chief’s meeting tomorrow morning and in the coming weeks he will be meeting with members to discuss the 2019 Goals as well as the current Strategic Plan.

The Chief discussed a rescue call that happened last Saturday. There was a brief discussion about engines and weight limits on the trestle.

Chief Simmons informed the Commissioners that he received an e-mail this morning about the appraisal for Station 41 from the City. It sounds like this may take 6-8 weeks. A brief discussion followed.

The Chief stated that he has received all of the DRAFT documents for an EMS Levy. He will review them and get them to the Board so that we can have more discussion soon and start planning for a public hearing.

COMMISSIONER COMMENTS
Commissioner Flath asked about the Chief’s notes and his mention of homeless people sleeping near the buildings. Chief Simmons and Chief Gatterman addressed this and Chief Simmons also noted that he has discussed this with the police chief.

Commissioner Flath also asked if it would be an issue if he attended a City Council Meeting. He would like to attend as a citizen. There was a short discussion on this.
Chairman Hintz commented that he has found information about the cost for the Snohomish County Shops to perform maintenance on trucks. Chief Simmons replied that they won't work on emergency vehicles. Chairman Hintz also mentioned the positive comments on the comment cards that are mailed out and returned by the public. He also reminded his fellow Commissioners of the F-1 report for the Public Disclosure Commission and the need to get it completed. Lastly, he brought up the EMS levy and the question of whether it should be a six year levy or permanent. Chief Simmons added that there will be more discussion on this soon.

ADJOURN
At 2030 hours, the Regular Board Meeting was adjourned.

MINUTES OF REGULAR FIRE COMMISSIONERS BOARD MEETING,
February 4, 2019

Minutes prepared and submitted by:

Cherie Gatterman, Records Specialist

MINUTES APPROVED BY FIRE COMMISSIONER: 19, February - 2019

Date