Snohomish County Fire District #4

MEETING MINUTES

REGULAR MEETING
BOARD OF FIRE COMMISSIONERS

DATE: Tuesday, May 28, 2019
LOCATION: Headquarters Fire Station #43 – Lauterbach Room
1525 Ave. D – Snohomish, WA

BOARD MEMBERS PRESENT: MARK HINTZ, Chairman
JIM SCHMOKER, Fire Commissioner
RICHARD E. FLATH, 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 0803 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: There were no comments or questions regarding the minutes of the May 29, 2018 meeting, the May 6th, 2019 Special Meeting, the May 15, 2019 Special Meeting or the May 21st, 2019 Special Meeting. Commissioner Flath asked if in the May 13th 2019 minutes, it meant to say there would be a fee increase for the room rental at Station 40. Chief Simmons replied that this was correct. Also in the May 13th minutes, Commissioner Schmoker said a correction should be made to the last sentence of the second paragraph on page 2 regarding the sale of Engine 428. There should be a “w” before the “e”. Commissioner Schmoker also commented that in the last paragraph under Fee Increases on page 3, it should say “a motion” instead of “to motion”. There was discussion about the approval of the 2018 minutes. The Chief explained that Staff has been auditing our past meetings and found that these minutes had not been approved by the Board.
Action: Commissioner Schmoker made a motion to approve all minutes; the motion was seconded and passed.
PUBLIC COMMENT
Michael Jorve, Darcy and Tim Wilson and Kurt Bartelheimer were in attendance today, but had no comment.

OLD BUSINESS
2019 Budget Review
On the income side Chief Gatterman said that he looks at the taxes collected and we are receiving the expected revenue. He also mentioned that he added a new line item for GEMT. Chief Gatterman said that some line items have exceeded their limit and he has spoken to the custodians about this. Chief Simmons said that he will be speaking with the budget custodians quarterly.

Chief Gatterman went on to explain more about the GEMT (Ground Emergency Medical Transportation) Program and explained the difference between fee for service and managed care reimbursements. Chairman Hintz asked if this was a new program and Chief Gatterman said that it was and explained that we are exceeding the projected return for managed care and next year it is expected we will do the same. He noted that this program is slated to run for the next five years and that the reimbursements are for Medicare and Medicaid transports only.

ACTION ITEMS
Financial Business

Accounts Payable and Payroll
Discussion: Batch #349021 is in the amount of $234,048.11 and payroll for May 2019 is in the amount of $391,265.62. Commissioner Flath asked if item #12 is for Engine 428 and Chief Simmons confirmed that it was.
Action: Commissioner Schmoker moved to accept the warrants and payroll. It was seconded by Commissioner Flath and passed unanimously.

GEMT
Discussion: Chief Simmons asked for a separate motion to approve the payment to Washington State Health Care Authority for Medicaid fees related to GEMT reimbursement as it reflects an amount equal to a capital expenditure.
Action: Commissioner Schmoker made a motion to approve the payment to WA Health Care Authority in the amount of $208,670.25; it was seconded by Commissioner Flath and approved.

Transport Fee Waiver Requests
Discussion: There was a brief discussion between the Commissioners about Transport #2018-2940.

Action: Commissioner Schmoker made a motion to waive the entire fee of $200.00 for Transport #2018-2940; it was seconded by Commissioner Flath and approved.
Certify Firefighter Hiring List
Discussion: Chief said we have a list of 15 applicants and asked for the Commissioner's to approve the Hiring List so he can move forward in the hiring process.
Action: Commissioner Schmoker made a motion to certify the Firefighter Hiring list; it was seconded by Commissioner Flath and passed.

Approve Hiring of Firefighters
Discussion: Chief Simmons reported that earlier in the year we had discussed our expected revenues that included substantial cash carry over. He said that due to the expected revenue from the GEMT reimbursement and after going over the budget with Chief Gatterman, he would like the board to approve the hiring of personnel that we had not planned for in this budget. The current plan was to hire one Firefighter/Paramedic in 2019. The Chief would like to also bring on 2 new Firefighter/EMT's to bolster shift staffing. Chairman Hintz asked if the budget would support these positions long term and Chief Simmons replied that it would.
Action: Commissioner Schmoker made a motion to hire two Firefighter/EMT's. It was seconded by Commissioner Flath and passed.

Purchase Authorization – Station 40 Roof
Discussion: Chief Simmons reviewed the discussion that occurred at a meeting the first of the month where this issue was withdrawn for consideration. He explained that he had asked Tim Wilson to go back to the bidding contractors and find out what a lesser valued roofing material would cost. He explained that another question that was posed related to how long the District intended to keep this structure and he does not believe that this is a relevant discussion at this time.

The Chief said that this building needs a new roof before the end of the summer. It is not currently leaking but we know that there is a lot of roofing material missing after the winter storms. He said that the wind is the biggest problem there.

Tim Wilson discussed the difference between a thirty and fifty year roof and the cost. There was further discussion about composition vs. metal roofing. Tim said that metal roofing is significantly more. He went on to say that the cost for metal roofing would be about $60,000.00 vs. $25,000.00 - $30,000.00 for a composition roof. The question was brought up about how often the roof has been replaced at Station 40 and the consensus was that it had been replaced twice in the last 30 years and been repaired several times. Tim Wilson said his recommendation is to go with a 50 year roof. Chairman Hintz commented that he thinks the 50 year roof makes the most sense. Commissioner Schmoker asked Tim if his recommendation was to choose Loomis Construction and he said yes, we have used them in the past and they have done quality work.

Action: Chairman Hintz made a motion to go with the bid from Loomis Construction for the estimated cost of $26,960.00; it was seconded by Commissioner Schmoker and passed.
NEW BUSINESS

Hiring Policy - Procedure
This was addressed under old business.

PUBLIC COMMENT
Mike Jorve commented that we should suggest a specific nailing pattern for wind conditions as this can help with the windy conditions at Station #40.

DISTRICT STAFF AND WORK GROUP COMMENTS
Chief Simmons mentioned that he and Commissioner Flath will be attending a conference in Chelan this Friday.

Chief Simmons explained that he discussed the purchase of Engine 428 with the new owner last week and they still want the truck. He said that the conversations occurred because the cost to repair the elevation cylinder doubled last week. Chief Simmons said UL will be here next week to perform some tests and the new owner may be here the following week, but they are anxious to complete this transaction.

The Chief spoke briefly about personnel changes at South County Fire and that he will be reaching out to the Interim Chief about recent discussions.

Chief Simmons said he has not had contact with anyone at the City about the property ownership issue. He is aware that they had an Executive Session to discuss this at their last meeting and that the Council Members were advised not to have any discussions with us about this. There was further discussion on the topic.

Chief advised that we have been making a presence at the Thursday Farmer’s Market, and that Kristina has been collecting information in preparation to send out a newsletter. The Chief will complete the informational flyers next week as well as a press release for the EMS Levy.

COMMISSIONER COMMENTS
Commissioner Flath asked if we had heard from the DOE about the Training Site and Chief Simmons responded that he had not heard back from them yet. Commissioner Flath also asked about plans for the July 13th open house at RLB. The Chief said the Local is working on this.

ADJOURN
At 8:56 hours, the Regular Board Meeting was adjourned.
Minutes prepared and submitted by:

Cherle Gatterman, Records Specialist

MINUTES APPROVED BY FIRE COMMISSIONER:

Date

06/24/2019