Snohomish County Fire District #4

MEETING MINUTES

REGULAR MEETING
BOARD OF FIRE COMMISSIONERS

DATE: Monday, April 29, 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
Kristina Blair, Office Manager

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. Commissioner Schmoker moved to accept the agenda, Commissioner Flath seconded, motion passed unanimously.

MINUTES OF PREVIOUS MEETING
Discussion: Commissioner Schmoker noted that the minutes say the event for Sharon Wilson says 1400 but also says May 3. The event is expected to take place May 5th at 1500. He also requested a change at the top of page four where Chris and Jason were both given awards and asked to add the word “respectively” for clarity.
Action: Commissioner Flath made a motion to approve the minutes as amended. The motion was seconded by Commissioner Schmoker and passed.

PUBLIC COMMENT
There were public in attendance but no comments were made.

OLD BUSINESS

South County Automatic Aid
Discussion: Chief Simmons gave a brief overview of the history on the subject. The issue is that our District is trying to get an understanding of what
South County is expecting from us. He and Commissioner Hintz attended a meeting with their Fire Chief and Commissioner but they did not present any expectations. Chief Simmons suggested a possible contract. He presented the idea to our Attorney and the response back is outlined in the packet. What Chief Simmons wants to do is make an attempt to put together contract language that addresses automatic aid and have the attorney review it. The response changes with SnoCom that are being requested should lower the amount of aid calls.

Chairman Hintz brought up the actual hours they have spent responding in our District. Chief Simmons pointed out that automatic aid is a SnoCom issue related to New World and ProQA. Commissioner Schmoker commented that his desire is first that we provide adequate and appropriate service to citizens whether in our district or not, regardless of mutual or automatic aid. It would be prudent for both sides to wait out the coming changes with SnoCom to see how it works out for a period of 4 to 6 months then address it with the new data. He shared Chairman Hintz’s concern that by doing a contract, it could set precedence for other districts. Chief Simmons agreed that until we have the new data, we don’t have anything to really work with. At least if we are working toward something, it is a positive move.

Chief Simmons needs to review the current data to really dive into the issue and be prepared to answer any questions. Commissioner Flath asked for clarification of where the boundary is with South County and our District. Chief Simmons said Chief Stedman agreed with looking at what is a true emergency and not a true emergency. Definitely Fire and MedX calls are emergencies. Medic calls are an issue that SnoCom is having a problem with.

Commissioner Flath asked if District 7 or other Districts are having a problem with us. Chief Simmons said he has met with all of the adjacent districts and nobody else is having a problem.

Commissioner Schmoker stated that 2018 data will not be relevant because of the changes being made. Chief Simmons said we are going to need to change the way we are collecting data. Some of the ways we used to are not available any more. Until SnoCom makes our requested dispatch changes, we won’t have good data. Chairman Hintz clarified that there is nothing relevant until the changes are made. Commissioner Flath asked for a timeline. Chief Gatterman commented that we have to wait for SnoCom to make those changes and we have no control over that.
ACTION ITEMS

Financial Business

A. Accounts Payable
   Discussion: Batch # 348261 in the amount of $20,576.24.
   Payroll
   Discussion: Payroll in the amount of $393,923.37.

   Action: Commissioner Flath asked about an expense partly described as vaccinations. Chief Gatterman explained that this is a description with a limited amount of characters available. Kristina gave the details of the specific expense. Commissioner Schmoker moved to accept the Accounts Payable batch and Payroll. It was seconded by Hintz and passed unanimously.

B. Resolution #517, Submit a Permanent EMS Levy
   Discussion: Chief talked about the capitalization of certain wording for the Levy Resolution. Commissioner Schmoker agreed that we should follow state law. Commissioner Flath shared concern about the costs of the election process. Commissioner Schmoker explained about the levy process and shared his concern about 60% vote, but noted we have an alternate plan should it fail. He still thinks the proposed levy change is our best course. Chairman Hintz thinks the permanent levy makes more sense so we should go forward. If the public doesn’t want that, we can come back at the November vote for the short term. Commissioner Schmoker outlined that every 6 years we are at risk of losing the levy. Chief Simmons indicated the challenge is that the District cannot campaign. The public has to put that together. The message to the public is that this is for our medical service. The biggest problem should be validating. Commissioner Flath asked about section 5 regarding a separate accounting of expenditures. Chief noted that is new for us in the levy documents but that we do this internally anyway.

   Action: Commissioner Schmoker moved to approve Resolution #517 as presented, Chairman Hintz seconded and the motion passed unanimously.

C. Sale of Surplus Property, Bid for Apparatus
   Discussion: Chief Simmons reviewed the offer for engine 428. Commissioner Schmoker brought up delivery issues. The bidders are a small department that requires an aerial device but they don’t have a robust budget. There was discussion about the maintenance and testing that we have done to get the pump certified, and testing that will be conducted to get the ladder certified.

   It was agreed that in addition to their bid amount we would ask that they pay 50% of the fees to get equipment certified.
**Action:** Commissioner Schmoker made a motion to accept the offer of $15,000.00, plus 50% of the costs that we have incurred to get this apparatus certified, second by Commissioner Flath, motion passed unanimously.

**D. Purchase Authorizations**
1. Station 40 Roof – Chief Simmons discussed different components of the bids and pointed out that all 3 vendors were bidding basically the same 50 year composition roofing. Commissioner Hintz questioned why we were putting on and paying the expense of a 50 year material. Commissioner Schmoker thought this was a pretty good price. Mike Jorve, a member of the audience identified himself as a roofing contractor and commented that he thought the bids were high and that there was no reason to put on that heavy of a material. After further discussion the Chief removed this from action to review the specification and possibly acquire new bids.
2. Firefighting Foam – Commissioner Schmoker made the motion to approve this purchase and Chairman Hintz seconded the motion. It passed unanimously.

**E. Transport Waivers**
**Discussion:** Chief Gatterman presented the Commissioners with 3 waiver requests. He reviewed the process for Commissioner Flath.
**Action:** Commissioner Schmoker moved to approve all waivers as presented, Commissioner Flath seconded for approval of three waivers, each in the amount of $59.13. The motion passed unanimously.

**NEW BUSINESS**

**Budget Review**
Commissioner Schmoker noted most of the items are underspent but many are not month to month expenditures. We may need to purchase new bunker gear but Chief Gatterman said that we have that accounted for.

**PUBLIC COMMENT**
No public commented.

**DISTRICT STAFF AND WORK GROUP COMMENTS**
Chief Simmons gave a reminder that the awards program is in the Harvey Auditorium Friday at 7PM. On Sunday at 3PM is Sharon’s memorial held at the Performing Arts Center at the Snohomish High School. The Sno-Isle Commissioners meeting is also here Thursday night.

**COMMISSIONER COMMENTS**
Commissioner Flath was wondering about comments in Chief’s Meeting notes that there were two apparatus accidents. Chief Simmons explained one was to an ambulance that will cost $3-4K and we are working on repair options. The other accident was a paint scrape on the side of an engine due to an inability to see where they were moving. The apparatus caught the edge of a mailbox taking some paint off
the side. Commissioner Flath also asked about the Department of Ecology and if they discovered anything at the RLB Training site. Chief Simmons said they drilled 7 test holes and put in 3 water wells to monitor. The chemist figured it would be approximately 2-3 weeks before any test results would come back. The Department of Ecology has funds dedicated to this project. Commissioner Flath said he saw a new sign for district 7 near Lowell Larimer road. There was discussion about our District’s signage.

EXECUTIVE SESSION
At 2055 hours the Regular Board meeting was adjourned to Executive Session to last at least 45 minutes in order for the Board to review employment applications for the position of Deputy Chief of Operations. The was no action expected to be taken.

At 2050 hours it was announced that the session would be extended 15 more minutes.

RE-CONVENE
At 2105 hours the Regular Meeting was brought to order. There was no action to be taken as a result of the Executive Session.

ADJOURN
At 2110 hours, the Regular Board Meeting was adjourned.

MINUTES OF REGULAR FIRE COMMISSIONERS BOARD MEETING,
APRIL 29, 2019

Minutes prepared and submitted by:

Kristina Blair, Office Manager

MINUTES APPROVED BY FIRE COMMISSIONER:

Date 05/15/2019