

KING COUNTY FIRE PROTECTION DISTRICT 34
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BOARD OF COMMISSIONERS

Thomas Johnston
Peter Lucarelli, Vice-Chair
Bridget Weaver, Secretary

Tim Fuller, Fire Chief

KING COUNTY FIRE DISTRICT 34
BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES
December 14, 2010

1. Call to Order-Regular Meeting

The regular meeting of the Board of Commissioners was held at City Hall, located at 15670 N.E. 85th St., Redmond, Washington on December 14, 2010. The meeting was called to order at 5:44 p.m. by Vice-Chair Lucarelli.

Roll Call

Present: Commissioner Johnston, Commissioner Lucarelli

Others Attending:

Kinnon Williams, Attorney (arrived at 6:10 p.m.) Russ Albertson, Deputy Chief
Bridget Weaver, District Secretary Debbie Gentry, Administrative Assistant

2. Approval of Agenda

7B - 2011 Budget changed to 2011 Budget Presentation - Dec. 14 meeting.
Added 7F: Audit results
8 A, C moved to 6
The agenda was amended and approved by general consent.

3. Approval of Minutes

Approval of the regular meeting minutes of November 30, 2010 deferred until December.

4. Public Comments

None

5. Reports of Chief

- A. Call Volume Data Report
Report will be made available at the January meeting.
- B. Deccan Population Layer Map-Russ Albertson
Russ supports the addition of the population layer map to the February update to help support response time data as required by law. Commissioner Lucarelli presented a brief overview of the reasons for foundational data to be made available to the fire department and the public and the need to confirm that the district is designated as rural which allows for longer response times.

7. Action Items

- A. Approve City of Redmond Invoice
Motion made by Commissioner Johnston to approve the City of Redmond invoice in the amount of \$3,077,431 for the second half of 2010. Motion seconded. Motion passed unanimously.
- B. Approve Williams & Williams 2011 Contract
Motion made by Commissioner Lucarelli to approve the 2011 Williams & Williams contract as presented. Motion seconded. Motion passed unanimously.

- C. Approve 2011 Employee Medical Plan
Motion made by Commissioner Lucarelli to approve the PPO Plus Medical Plan for 2011 for employees Gentry and Weaver. Motion seconded. Motion passed unanimously.

- D. Approve Resolution 259/10 Pay Plan for District Secretary and Administrative Assistant
Motion made by Commissioner Johnston to approve Resolution 259/10 as amended, adopting a 1.00% increase in the Fire District Pay Plan for Administrative Assistant A0-1 and Administrative Assistant/District Secretary A0-3. Motion seconded. Motion passed unanimously.

- E. Approve Resolution 260/10 2011 Meeting Schedule
Motion made by Commissioner Lucarelli to approve Resolution 260/10 as amended establishing the date and time of the Regular Board of Commissioners meetings for 2011. Motion seconded. Motion passed unanimously.

- 6. Reports of Attorney**
 - A. Station 15 Update
King County will issue the conditional use permit to the Goddard School by January 20, 2011.

- 7. Reports of Commissioners**
 - A. Draft Fee Schedule for DDES FP Work
Fee schedule reviewed. The issue of DDES not performing inspections will continue to be monitored.

 - B. 2011 Proposed Budget Presentation moved to January 11 meeting.

 - C. Commissioner Vacancy Procedure
The District has 90 days to fill the vacancy for Position #3. The new commissioner will be appointed in the short-term and will run in the next commissioner election, filling position 3 until the term expires. The vacancy announcement and opening will close by 5:00 p.m. January 7, 2011.

Secretary Weaver will post the vacancy on the kcf34 website.

 - D. Weaver Performance Review deferred to January meeting.

 - E. 2010 Objectives and Action Plan Status deferred until new commissioner is appointed.

 - F. Audit results
Results of the 08-09 audit were discussed. Secretary Weaver will create a list of vendors for the audit period and future executive sessions will be noted with the RCW item.

- 10. Reports of District Secretary**
 - A. Accountant Support
Motion by Commissioner Johnston to approve funds for accountant support for periodic review of district books and QuickBooks support for District Secretary. Motion seconded. Motion passed unanimously.

Secretary Weaver will provide an estimate of hours accountant hours needed.

 - B. Budget Report-November 2010
Budget report not available from King County. Report deferred to January.

 - C. Legal Usage: 14.90 hours for November, 2010

- 12. New Items**
 - None

- 13. Adjourn**

The meeting was adjourned at 7:45 p.m.

ATTEST:

Bridget Weaver, District Secretary
King County Fire Protection District 34