

KING COUNTY FIRE PROTECTION DISTRICT 34
8450 161st Avenue N.E.
Redmond, WA 98052
(425) 556-2226
Fax: (425) 556-2227
www.kcfd34.org

BOARD OF COMMISSIONERS
Peter Lucarelli, Chair
Thomas Johnston, Vice-Chair
Fred Shanafelt
Bridget Weaver, Secretary

Kevin Donnelly, Fire Chief

KING COUNTY FIRE DISTRICT 34
BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES
February 28, 2012

1. Call to Order-Regular Meeting

The regular meeting of the Board of Commissioners was held at Redmond City Hall, located at 15670 N.E. 85th St, Redmond, WA on February 28, 2012. The meeting was called to order at 5:30 p.m. by Chair Lucarelli.

2. Roll Call

Present: Commissioner Lucarelli, Commissioner Johnston, Commissioner Shanafelt

Others Attending:

Kevin Donnelly, Fire Chief
Russ Albertson, Deputy Chief

Joe McGrath, Interim Finance Officer
Kinnon Williams, Attorney
Bridget Weaver, District Secretary

3. Approval of Agenda

Amendment: Add action item to 8B Website Proposals. Motion made by Commissioner Lucarelli to approve the agenda as amended. Motion seconded by Commissioner Johnston. Motion passed unanimously.

4. Approval of Minutes

Motion made by Commissioner Lucarelli to approve the January 4, 2012 minutes as amended. Motion seconded by Commissioner Shanafelt. Motion passed unanimously.

5. Public Comments-None

6. Reports of City of Redmond

A. HB 1756 Reporting Status

Data collection is on hold until NORCOM technology is working. Solving technologic issues continues at a slow pace.

B. Interlocal Agreement/Annual Fire Inspections

It still remains premature for Redmond to decide if they will conduct FD34 inspections.

C. MDC Update

IT continues to work on installation. A policy outlining usage requirements has yet to be drafted.

D. 2011 Call Volume-Albertson

Station 13

- closed 12% of the time;
- modified staffing employed 25% of the time;

- 864 overtime hours saved (4,260 hours need to be saved to reach a savings of \$360,000).

Commissioner Johnston commented he would like the closure time percentage reduced. The Commissioners discussed other staffing options with Chief Donnelly and Deputy Chief Albertson.

7. Reports of Attorney

A. Fire Hydrants

Attorney Williams asked if Union Hill Water had been performing fire hydrant maintenance. The maintenance is paid by a utility tax, not by water rates. Developers pay to install fire hydrants but some utility districts are ignoring maintenance. In the past Redmond Public Works checked hydrants annually.

Chief Donnelly and Deputy Chief Albertson will confirm that Public Works is still checking the hydrants in addition to contacting Union Hill and Woodinville Water.

8. Reports of Commissioners

A. Regionalization Discussion

In response to a request from David Burke, Duvall Fire Chief, to meet informally with Woodinville Fire and Life Safety, Fire District 45 and King County Fire District 34 to discuss regionalization issues, Commissioner Lucarelli will attend the meeting.

B. Website Proposals-Johnston

Commissioner Johnston presented a summary evaluation outlining the pros and cons of each of the five proposals submitted for web site design services. Four companies will be contacted for further information or interviews, one company will be notified that its proposal did not qualify for further consideration.

A special meeting will be held in the near future to interview the remaining candidates.

C. 2012 Objectives and Action Plan

Report reviewed.

9. Reports of District Secretary

A. Budget Report-December 2011, January 2012

December report reviewed; January report will be reviewed next month.

B. Records Management Status

Secretary Weaver will present the Destruction Log document to the Commissioners before destroying or archiving eligible documents at the monthly board meetings.

C. Legal Usage

December, 2011: 3.80 hours: YTD: 98.20 hours
January, 2012: 3.30 hours: YTD: 3.30 hours

D. King County Investment Pool: December .57%

E. Approval of December 2011 Vouchers and Remittances

Expense Fund	Vouchers 9369-9383	\$18,391.92
Remittances	January, 2012	\$ 3,935.98

10. Adjourn

The meeting was adjourned at 7:25 p.m.

ATTEST:

Bridget Weaver, District Secretary
King County Fire Protection District 34