

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

Thomas Johnston, Chair
Pete Lucarelli, Vice-Chair
Joe Pylant

Tommy Smith, Fire Chief

KING COUNTY FIRE DISTRICT 34
BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES
January 23, 2018

1. **Call to Order-Regular Meeting**

The regular meeting of the Board of Commissioners was held at 8450 161st Ave NE., Redmond, WA on January 23, 2018. The meeting was called to order at 5:00 p.m. by Commissioner Johnston, Chair.

2. **Roll Call**

Present: Commissioner Johnston, Commissioner Lucarelli (Skype), Commissioner Pylant (Skype). The Chair confirmed that Commissioners Lucarelli and Pylant were able to hear the conversation via Skype.

Others Attending:

Beth Padilla, District Secretary
Kinnon Williams, Attorney
Ron Seng, Project Manager

Tommy Smith, Fire Chief
Don Horton, Deputy Chief
Joe McGrath, Finance
Gus Olivo, Data Analyst

3. **Approval of Agenda**

Motion made by Commissioner Johnston to approve the January 23, 2018 agenda as amended. Motion seconded by Commissioner Pylant. Motion passed unanimously. (Item 8E added by Commissioner Lucarelli)

4. **Approval of Minutes**

Motion made by Commissioner Johnston to approve the December 12, 2018 meeting minutes. Motion seconded by Commissioner Lucarelli. Motion passed unanimously.

5. **Public Comments (4 minutes per person)**

No public comments.

6. **Call for Nomination of 2018 Chair**

Motion made by Commissioner Pylant to nominate Commissioner Johnston as 2018 Chairman of the Board of Commissioners. Motion seconded by Commissioner Lucarelli. Hearing no more nominations, the nominations were closed.

Commissioner Johnston called for the vote. Commissioner Johnston was unanimously approved as Chair.

7. **Call for Nomination of 2018 Vice-Chair**

Motion made by Commissioner Pylant to nominate Commissioner Lucarelli as 2018 Vice-Chair of the Board of Commissioners. Motion seconded by Commissioner Johnston.

Hearing no more nominations, the nominations were closed.

Commissioner Johnston called for the vote. Commissioner Lucarelli was unanimously approved as Vice-Chair.

8. Reports of City of Redmond

- A. Stations 14 and 18 Seismic Upgrades –
Joe McGrath distributed the final Project Management Service Agreement for Seismic Upgrades on stations 14 and 18. Joe O’Leary (Redmond Construction PM) and Steve Gibbs (Redmond Construction Supervising Engineer) were instrumental in completing the PMSA.

Chief Smith hopes to take the project to the City of Redmond’s Public Works Committee on February 13th and then get it on the City Council Consent Agenda for February 20th. Commissioner Johnston offered available commissioners could attend the Council Meeting if needed although Chief Smith did not feel this was necessary.

Following approval of the agreement, Joe O’Leary will use the Procurement Portal for Engineering to select some capable firms to complete the initial phase of the work and will present these options to the Board of Commissioners.

- B. Station 13 Rebuild Project –
See Item 10D

- C. Maintenance/Operations Report -

Joe McGrath reported that there have not been any major septic disruptions at Station 13 and reported no other maintenance problems at the other stations at this time.

- D. MDC Usage Report -

The reports were reviewed.

- E. Historic Septic System Report from Station 13 -

Joe McGrath reported that there has been no additional accumulation of historical septic issues documentation from Station 13. He will forward the District (Secretary Padilla) any current information on file for distribution to the commissioners.

9. Reports of Attorney

- A. Certified Levy Worksheet – Attorney Williams reviewed the final Certified Levy Worksheet.
- B. 2018 WFCA Legislative Report – Attorney Williams reviewed a summation of 2018 issues. He does not believe that any of the issues will greatly impact the District.

10. Reports of Commissioners

- A. Stations 14/18 Seismic Upgrade Service Agreement -

Motion made by Commissioner Johnston to approve the Project Management Service Agreement (dated 1/23/2018) for seismic upgrades to stations 14 and 18. Motion seconded by Commissioner Pylant. Motion passed unanimously.

- B. Stations 14/18 approval of consultant selection for Seismic Evaluation -

Motion made by Commissioner Johnston to authorize Commissioner Lucarelli to give the City of Redmond approval of the consultant hired for the seismic evaluation of stations 14 and 18. Motion seconded by Commissioner Pylant. Motion passed unanimously.

- C. Authorization of up to \$25,000 expenditures for seismic evaluation engineering at stations 14 and 18 –

Motion made by Commissioner Johnston to give Commissioner Lucarelli authorization to approve expenditures, not to exceed \$25,000, for seismic evaluation engineering at stations 14 and 18. Motion seconded by Commissioner Pylant. Motion passed unanimously.

- D. Station 13 Rebuild Update –
Commissioner Lucarelli suggested that the Board allow the City of Redmond to move forward on the stations 14 and 18 seismic upgrades before beginning the station 13 rebuilding project. Once the new Public Works Director is hired (could be up to three or four months) the Board could then revisit the issue with that individual. Until that time, the District could move forward on investigating the sewer, septic and land use issues that will affect this project.

Chief Smith reported that he had spoken to Mayor Marchione who agreed to take the station 13 project out of the CIP ranking process. Chief Smith will follow up with the new Public Works Director once that position is filled to determine when the city may have the capacity to undertake this project.

- E. 2017 Objectives and Action Plan Status – 4th Qtr.

This issue was TABLED until the May 22, 2018 Board Meeting.

11. **Reports of District Secretary**

- A. Secretary Weaver Resignation

Secretary Weaver's resignation was accepted by the Board of Commissioners.

- B. Benefits Update

Secretary Padilla corrected the monthly dental costs presented at the December 12, 2017 Board Meeting.

- C. Budget Reports – The reports were reviewed.

- D. Legal Usage - December, 2017

December 9.3 hours

YTD: 117.9 hours

Hours remaining: 0

- E. Project Manager Usage – December, 2017

December – 16 hours

YTD – 83 Hours

Hours remaining – 229

- F. King County Investment Pool –

November 2017 – 1.26%

December 2017 – 1.34%

The District received approximately \$2400 in fee rebates for 2017.

- G. Approval of December 2017 Vouchers and Remittances

Vouchers audited and certified by the auditing officer as required by RCW 42.24.080 and those expense reimbursement claims required by RCW 42.24.090 have been recorded on a list that has been made available to the Board. As of December 31, 2017, the Board by a unanimous vote does approve for payment of those vouchers described as follows:

December

Operating Fund	9869-9880	\$ 17,838.88
• Remittances		\$ 9,050.98
Capital Reserve Fund	8146	\$ 2,000.00

The meeting was adjourned at 5:52 p.m.

ATTEST:

Beth Padilla, District Secretary
King County Fire Protection District 34