

KING COUNTY FIRE PROTECTION DISTRICT 34
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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
February 27, 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 February 27, 2018. The meeting was called to order at 5:00 p.m. by Commissioner Johnston, Chair.

2. Roll Call

Present: Commissioner Johnston, Commissioner Lucarelli, Commissioner Pylant (Skype). District Secretary Padilla confirmed that Commissioner Pylant was able to hear the conversation via Skype.

Others Attending:

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

Tommy Smith, Fire Chief
Todd Short, Fire Marshal
Joe McGrath, Finance
Gus Olivo, Data Analyst
Pattijean Hooper, Emergency Manager

3. Approval of Agenda

Motion made by Commissioner Lucarelli to approve the February 27, 2018 agenda. Motion seconded by Commissioner Pylant. Motion passed unanimously.

4. Approval of Minutes

Motion made by Commissioner Johnston to approve the December 1, 2017 meeting minutes. Motion seconded by Commissioner Pylant. Motion passed unanimously.

Motion made by Commissioner Lucarelli to approve the January 23, 2018 meeting minutes as amended. (Item 10E – *Table Objectives and Action Plan* changed from February to May Board Meeting). Motion seconded by Commissioner Johnston. Motion passed unanimously.

5. Public Comments (4 minutes per person)

No public comments.

6. Reports of City of Redmond

- A. Stations 14/18 Seismic Upgrades – Joe McGrath reported that the MOU for the seismic upgrades was approved at the February 20th meeting of the city council. The next step will be working with Reid Middleton (the engineering firm that has been selected to bid on the work). Joe O’Leary was meeting at the stations today to do a preliminary walk through with Reid Middleton. After the initial assessment, the city will begin negotiating expenses and will at that time take it to the Board of Commissioners for approval. In the event that Reid Middleton is not chosen, other firms have been identified that could then be contacted.

Joe shared a presentation that Joe O'Leary was going to make to the CIP Governance Committee which included a rough schedule and cost estimate. The contingency was noted at 40%.

B. Station 13 Rebuild –

Attorney Williams prepared an MOU similar to that used for stations 14 and 18. He suggested that, under the current Operating Agreement with the City of Redmond, the upkeep of the septic system would fall under the purview of the Public Works Department. As such, he believes they would be responsible for initiating any study to determine the current issues with the septic system at station 13 and any possible solutions. The District would incur appropriate financial responsibility for this as outlined in the current Operating Agreement with the City of Redmond.

Commissioner Johnston reported that he had met with Kathy Lambert who believes that the existing agreement with the Bear Creek School precludes any other hook ups to their sewer system.

Commissioner Pylant requested a copy of the school's agreement with the county regarding these septic issues in order that the Board can fully understand its parameters.

C. MDC usage

The reports were reviewed. Gus Olivo advised that all of the reporting was being rolled over from 2017 and that has been the focus of the last month. Commissioner Lucarelli questioned if both apparatus are called out do they both use the MDC? Gus and Chief Smith will get back to him regarding this question.

D. 2017 4th Quarter Financial Reports

The city report was reviewed. It was noted that Redmond Fire Department is well under budget but continues to have an issue with overtime. Chief Smith reported that between five and twelve new firefighters were likely to be hired in the coming year which would help reduce overtime charges.

E. Red Barn Report

Fire Marshal Todd Short reported on communications he had with King County in regard to the Red Barn and its use as an event venue. The bridge that leads to the property has been deemed appropriate for an engine but not likely for a ladder truck. The owners currently hold a temporary use permit for a few events but are not cleared for more than that. Water supply is a large issue and would need to be addressed before any broader permit would be allowed. Todd is staying in contact with the King County Fire Marshal to follow any developments and/or progress in better preparing the property as an event venue. He is aware of an event on March 10th and getting plans from the venue in order to understand the scope of the event.

F. Trilogy Emergency Preparedness –

Pattijean Hooper, the Emergency Manager, reported that she feels like there is a gap in emergency preparedness within the District. While she advised of up to 60 CERT and two ARES members, she does not have any coverage with a major HOA or other group. She asked the Commissions advice on improving community engagement.

Commissioner Lucarelli reported that Trilogy was well organized and separated into "pods" that had captains, rosters and maps of the neighborhoods. He advised that property owners regularly complete forms that outline their ability to assist in an emergency and it is a "Fire Watch" community. He suggested Patti contact the association manager to get more detailed information.

Pattijean advised that she is establishing a drone program and all policies that will be associated with it.

Commissioner Johnston suggested she contact the stations within the District as many HOAs use the facilities as meeting places and that may initiate her contact with each group.

G. Deputy Chief Search (not on agenda)

Chief Smith advised that the search for a deputy chief is ongoing. While a candidate was identified as a probable choice, that individual voluntarily withdrew from consideration. Chief Smith reported that, in order to get the right person, he will likely start the process over again.

7. Reports of Attorney

A. Use of Social Media by Public Officials –

Attorney Williams cautioned the commissioners that any use of social media, while acting in the capacity of the Commission, can be considered a public record. He emphasized the importance of continued use of the District email for communication purposes.

8. Reports of Commissioners

A. Stations 14/18 Seismic Upgrade Updates-

Commissioner Lucarelli reported on updates he received at the Seismic Upgrade Committee Meeting he attended earlier in the day. He emphasized the efforts to keep crews at both stations during the construction.

Commissioner Johnston voiced concern that many construction standards have changed since the stations were originally built and stressed the need for the costs to be kept well within the District's budget.

Commissioner Lucarelli advised that the Commission had final approval on all expenditures and agreed for the need to keep costs as low as possible.

B. Station 13 Rebuild -

The issue was discussed and all agreed that no decisions can be made until the District receives exact information on the septic system and the limitations it may place on new construction.

9. Reports of District Secretary

A. Budget Reports – The reports were reviewed.

B. Legal Usage - January, 2018

January General Services – 7 hours 30 minutes

January Capital Projects – 7 hours 48 minutes

January Total – 15 hours 18 minutes

YTD: 15 hours 18 minutes

C. Project Manager Usage – January, 2018

January – 12 hours

Current Contract – 95 Hours

Hours Remaining on Contract – 217

D. King County Investment Pool –

January, 2018 – 1.31%

E. Approval of January 2018 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 January 31, 2018, the Board by a unanimous vote does approve for payment of those vouchers described as follows:

January		
Operating Fund	9881-9884	\$ 7,138.85
• Remittances		\$ 8,218.03
Capital Reserve Fund	8146	\$ 1,280.00

The meeting was adjourned at 6:30 p.m.

ATTEST:

Beth Padilla, District Secretary
King County Fire Protection District 34