

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
May 22, 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 May 22, 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.

Others Attending:

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

Tommy Smith, Fire Chief
Don Horton, Deputy Chief
Martin Pastucha, Public Works Director
Joe McGrath, Finance
Gus Olivo, Data Analyst

3. Approval of Agenda

Motion made by Commissioner Lucarelli to approve the May 22, 2018 agenda as presented. Motion seconded by Commissioner Pylant. Motion passed unanimously.

4. Approval of Minutes

Motion made by Commissioner Johnston to approve the April 24, 2018 meeting minutes as presented. Motion seconded by Commissioner Pylant. Motion passed unanimously.

5. Public Comments (4 minutes per person)

No public comments.

6. Reports of City of Redmond

A. Introduction of new Public Works Director -

Martin Pastucha, the new City of Redmond Public Works Director, introduced himself to the Commission and gave a brief background of his experience. He stated that he had been briefed on the station projects within the District and is trying to determine what involvement the City can have in the work to be done at Station 13. He reported that the City doesn't have the needed engineering consultants but is going out to hire some who could then assist with the septic evaluations that the Commission is requesting be done at Station 13. In regards to the rebuild of the station, he will continue to research if the City has the capacity to take on the project and will report back to the Commission in regards to this issue.

B. Station 13 Septic Evaluation -

Chief Smith reported that he had met with the Public Works Department after receiving the letter from the District in regards to its desire to move forward with a septic evaluation

at Station 13. He believes (as noted in section 6A) that the City can likely assist but will respond to the District in writing with a final determination.

Commissioner Pylant revisited the issue of water usage at Station 13, noting that documentation shows it doubled after 2015. Joe McGrath will contact the Public Works Department which may have a company that can go check the area for possible leaks or meter issues that may be causing such skewed data.

C. Stations 14/18 Seismic Upgrades -

Joe McGrath advised the Commission that The ReidMiddleton contract received approval at the last City Council meeting, however, next steps are on hold until Joe O'Leary returns from vacation on June 5. Joe advised that there will likely be a "kick-off" meeting for the project in early to mid-June. Commissioner Pylant requested that he be present at the meeting.

D. MDC Reports -

The reports were reviewed. Commissioner Lucarelli expressed his pleasure with the overall improvement in the numbers over the past year.

E. Fire Forum –

Chief Smith asked the Commission for suggested topics for the Fire Forum, scheduled for July 10, 2018 at 7:30p.m. Commissioner Johnston suggested that he would like to have the septic issues at Station 13 discussed, especially how they are being addressed by the time of the Forum. Other suggested topics were the seismic upgrades of Stations 14 and 18, the District's pleasure with the increased utilization of the MDCs, the introduction of the new District Secretary, issues related to NORCOM and the need to have consistent response times with neighboring departments. (Chief Smith commented that RFD's response times are consistent with those of Bellevue Fire Department.)

F. Red Barn –

Fire Marshal Todd Short, while unable to attend the meeting, presented an update in writing to the Commission. While there have not been many developments since the last Board Meeting, the Commission decided to respond to Todd in writing to document its concern for the situation and appreciation for the way Todd and the Redmond Fire Department have been monitoring developments. Commissioner Lucarelli will draft a letter for Commissioner Johnston's signature.

G. Chief Smith updates (not on agenda) –

Chief Smith advised that the Department is currently building the 2019/20 budget with the use of "results" teams within the City. These teams rank budget offers based on City priorities. Final budget approval is expected in December.

The Department is hiring for an eight-week academy to get spots filled that are becoming vacant as a result of the Microsoft project and retirements. They are currently down to 20 candidates.

The Department had representatives, including the Chief, at the Trilogy Firewise Town Hall meeting. Another Town Hall is scheduled for May 31st and Commissioners Lucarelli and Pylant are planning on attending as well. Chief Smith noted that it is an exceptional program and wants to start one within the city of Redmond.

The Department has decided to hold off on hiring a new Deputy Chief. Because the candidate that had been selected chose to remove himself from consideration, the Chief didn't want to start making offers to second and third tier candidates. Thus, after the current candidate list expires within six months, he will go back out to seek new applicants and begin the process again.

7. Reports of Attorney

8. Reports of Commissioners

- A. 2018 1st Qtr. Objectives and Action Plan Status –
 The plan was updated as appropriate and an amended copy will be electronically distributed to the Commission.

9. Reports of District Secretary

- A. Budget Reports – The reports were reviewed.

- B. Legal Usage -

	April 2018	April 2018	YTD	YTD
General Services	2 hrs. 36 min..	\$910	14 hrs. 24 min.	\$4597
Capital Projects	7 hrs. 54 min.	\$2765	23 hrs. 18 min.	\$8165
			YTD TOTAL	\$12,762

- C. Project Manager Usage –

April 2018	April 2018	Contract Balance**	
30 hours	\$2400	156 hours	\$12,520

** Original contract for 312 hours/\$25,000

- D. King County Investment Pool –
 April, 2018 – 1.59%

- E. Approval of April 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 April 30, 2018, the Board by a unanimous vote does approve for payment of those vouchers described as follows:

April		
Operating Fund	9897-9900	\$ 2871.85
• Remittances		\$ 2831.40
Capital Reserve Fund	8151-8152	\$ 4261.85

The meeting was adjourned at 6:02 p.m.

ATTEST:

Beth Padilla, District Secretary
 King County Fire Protection District 34