

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
June 26, 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 June 26, 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
Martin Pastucha, Public Works Director
Joe McGrath, Finance
Gus Olivo, Data Analyst

3. **Approval of Agenda**

Motion made by Commissioner Lucarelli to approve the June 26, 2018 agenda as presented. Motion seconded by Commissioner Johnston. Motion passed unanimously.

4. **Approval of Minutes**

Motion made by Commissioner Johnston to approve the May 22, 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. Station 13 Septic Evaluation –
Redmond Public Works Director, Martin Pastucha, advised the Commission that he has asked three firms for proposals on an evaluation on the septic system at station 13. He had one response already and was waiting for the others. Once a report is finalized, he hopes to also include a cost estimate in putting in a new sewer system for the Commission's review. He felt that this should not be considered "growth" and thus hopes the Growth Management Plan does not present an obstacle in completing this work.

Commissioner Lucarelli voiced the Commission's appreciation for Martin's progress thus far while understanding that it still needs to be determined where this project may fit in the City's work plans.

- B. Stations 14/18 Seismic Upgrades -
Joe McGrath reported that the contract with ReidMiddleton has been executed by the Mayor. The project manager for ReidMiddleton has been out of the country but Joe O'Leary is hoping to schedule a "kick-off" meeting the week of July 9. The meeting should focus on scope, estimated time frames, task lists, etc. – all up to 30% design.
- C. MDC Reports -
The reports were reviewed. Gus Olivo reported his findings regarding neighboring department response time goals.
- D. Red Barn –
There were no updates regarding the Red Barn venue this month.
- E. Chief Smith Announcements -
 - Chief Smith advised that he is on a committee tasked to finalize the King County EMS Levy that will likely be on the ballot in 2019. He asked that this issue be added to the next Board Meeting Agenda at which he can provide specific numbers.
 - The department recently extended eight offers for new fire fighters and four offers for the next EMT Academy. These positions help cover openings resulting from the Microsoft project and additions in staff to help mitigate overtime.
 - The department is currently accepting applications for a new Medical Services Administrator.
 - Chief is still holding off on hiring an additional Deputy Chief.
 - The budgeting process continues to progress with feedback from the Civic Team being considered. This process is expected to wrap up in the next two to three months.

7. Reports of Attorney -

- A. Weaver Service Agreement -
Attorney Williams presented the Service Agreement for former District Secretary Bridget Weaver. It covers time used to complete the annual report and some additional training.

Motion made by Commissioner Johnston to approve the Weaver Service Agreement as amended by Attorney Williams. Motion seconded by Commissioner Lucarelli. Motion passed unanimously.

- B. Attorney Williams advised the Commission of the importance of being prompt in returning Public Records Requests.
- C. Attorney Williams advised the Commission that he has been appointed to the King County Charter Review Committee.

8. Reports of Commissioners

- A. Clothes Dryer Fire – Commissioner Lucarelli provided information on this issue with supporting pictures and suggested it be content for the District Website.

Motion made by Commissioner Lucarelli to add the Clothes Dryer Fire information to the District Website. Motion seconded by Commissioner Johnston. Motion passed unanimously.

9. Reports of District Secretary

- A. Budget Reports – The reports were reviewed.
- B. City of Redmond First Half Payment – Secretary Padilla provided the invoice and receipt for the 2018 first half payment.

- C. District Secretary advised that the Department of Retirement Services (DRS) is conducting an audit on the District and all reporting practices. Attorney Williams and Secretary Padilla are slated to meet with the DRS auditor later in the week.

D. Legal Usage -

	May 2018	May 2018	YTD	YTD
General Services	3 hrs.	\$1050	17 hrs. 24 min.	\$5647
Capital Projects	1 hr. 18 min.	\$455	24 hrs. 36 min.	\$8620
			YTD TOTAL	\$14,267

E. Project Manager Usage –

May 2018	May 2018	Contract Balance**	
5 hours	\$400	151 hours	\$12,120

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

- F. King County Investment Pool –
 May, 2018 – 1.7%

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

May			
Operating Fund	9901-9904		\$ 3256.86
• Remittances			\$ 3089.90
Capital Reserve Fund	8153-8154		\$ 5165.00

The meeting was adjourned at 5:58 p.m.

ATTEST:

Beth Padilla, District Secretary
 King County Fire Protection District 34