

# Maple Valley Fire and Life Safety Department Correspondence

DOCUMENT 07-123

MINUTES OF THE BOARD OF FIRE COMMISSIONERS, OCTOBER 4, 2007.

Attending: Commissioners Fred Maxwell, Jeff Granlund and Brian McGee; Chief Tim Lemon; Assistant Chief Brad Doerflinger; Assistant Chief Larry Rude; Battalion Chief David O'Brien; Union President PJ Knowles; Administrative Assistant Michele deLeon.

The meeting was called to order at 6:00 p.m.

## Minutes:

The Minutes from the regular Board of Fire Commissioner Meeting of September 20, 2007 were approved as presented by Motion of Commissioner Granlund, seconded by Commissioner McGee, MOTION PASSED.

Financial Reports: None.

Jim Blumenthal from UBS Securities, the firm selected and authorized to sell the second issuance of bonds authorized by the 2004 Bond Issue, outlined and presented the debt schedule and a schedule of tasks to be complete prior to the sale.

Chief Lemon presented the Board with the Preliminary Levy Limit Worksheet outlining the 2008 Tax Roll. Chief Lemon advised the Board that a first draft of the 2008 will be available at the Board Meeting on October 18<sup>th</sup>.

## Correspondence:

- City of Maple Valley Agenda(s): Chief Lemon stated that the only significant item was the Candidates Forum held at the Lodge October 3<sup>rd</sup>.
- City of Covington Agenda(s): Chief Lemon stated that he had not received the agendas.
- 06/19/07 Thank You Letter Generational Leadership: A thank you for donating a Birthday Party at the Fire Station and a Fire Engine Ride to School.
- 09/26/07 Thank You Card Ravensdale Town Reunion: A thank you from Johnny Markus for the Fire District providing fire equipment at the Ravensdale Town Reunion.
- KC EMS 2007 Report (not on agenda): Chief Lemon briefed the Board on the 2006 statistics.
- Clark Snure Seminar (not on agenda): Chief Lemon reported that there will not be anyone from the district attending this seminar.

Meetings:

- 09/25/07, JR Hayes and Son: Chief Lemon stated that he met with Dan Hayes to determine their status of reclaiming the mine and future development plans.
- 09/25/07, Mayor Iddings: Chief Lemon reported that he had a lunch meeting with Mayor Iddings to discuss commercial development and general business.
- 09/26/07, UBS Securities Jim Blumenthal: Chief Lemon reported that he and Jim Blumenthal have met on a couple of occasions to discuss the bond issuance in preparation for tonight's meeting.
- 09/27/07, Attorney Joe Quinn: Chief Lemon stated that he met with Joe Quinn and a workshop is scheduled for October 10<sup>th</sup> to discuss administrative topics.
- 09/27/07, Joan Burlingame, KC Park Tour, Hobart: Chief Lemon stated that he, Assistant Chief Rude and Joan Burlingame had taken a tour of Taylor Mountain to better understand the challenges of emergency operations in this area.

Public Comment: None.

Business:

Covington Contract Termination / Division of Assets: Chief Lemon distributed copies of the action plan for the Board of Commissioner's information. Chief Lemon stated that the LEOFF I retirees should be addressed as liabilities in determining the offer to King County Fire District #37. Chief Lemon asked for and received authorization to offer King County Fire District #37 an agreed upon cash settlement. Commissioner McGee made a Motion to Authorize Chief Lemon to present King County Fire District #37 with the cash offer, Commissioner Granlund seconded the Motion, **MOTION PASSED.**

Fire Levy Lid Lift – Election Certification: Chief Lemon stated that the Committee in favor of the lid lift is working hard and will be putting up signs October 5<sup>th</sup>.

2008 Budget: Following discussion, Chief Lemon and the Board agreed to hold the 2008 Budget Hearing Meeting on November 15<sup>th</sup>.

Local 3062 2003/2004 Law Suit for loss of Medical Benefits: Chief Lemon received a letter from Lawrence Hannah of Perkins Coie along with the proposed order of dismissal prepared in accordance with Mr. Webster of Schwerin, Campbell, Barnard & Iglitzin, concerning the Union's lawsuit on loss of benefits during the 2003 contract negotiations.

AG 43-1210 through 43-1214 Updates (On Hold): Chief Lemon stated that he is still reviewing the Administrative Guidelines and they should be ready to be approved at the Board of Commissioners Meeting on October 18<sup>th</sup>.

Draft Memorandum of Understanding: Chief Lemon distributed a copy of a Memorandum of Understanding that addresses the assignment of a Chief Officer who is in the bargaining unit to fill-in as the district's On-Duty Chief at those times when the Chief and Assistant Chief's are all unable to perform this duty. The Memorandum of Understanding states that there would be a \$5.00 per hour premium pay for standby time and that if the Chief Officer were activated, the regular overtime rate would apply.

Limited Basic Life Support Transport Issue (not on agenda): Chief Lemon stated that he had received a letter from Local 3062 regarding the Public Employee Relations Committee's decision #9236A reversal of the previous decision. Local 3062 is requesting to bargain the Basic Life Support Transport issue. Chief Lemon developed 4 options for the Board of Commissioner's review and consideration. The options were discussed and Chief Lemon outlined the methodology used in developing the options in this proposal. Chief Lemon further stated that he had used a formula agreed upon in the Memorandum of Understanding. Rather than cash payments, the Administration is investigating the possibility of depositing the settlement funds into each employee's Healthcare Reimbursement Account. The Board of Fire Commissioners will review the information and make a decision at the October 18<sup>th</sup> meeting. Following this decision, the district will formally propose a settlement to Local 3062.

Personnel:

Career Staff: Chief Lemon stated that he had received an email stating that Firefighter Michael Johnson has passed his practical exam and was recommended for advancement to 3<sup>rd</sup> class firefighter. Chief Lemon also stated that the injury status of other personnel would be presented in Executive Session due to HIPPA regulations.

Volunteer Staff: Nothing to report.

Operations:

Major Emergency Incident Report:

- 09/24/07, Barn Fire 21854 244<sup>th</sup> Ave SE: Chief Lemon reported on a barn fire that had been used to store vintage cars. A considerable amount of the structure was saved; however, the contents in the garage were a total loss. The cause for this fire is believed to be electrical per the King County Fire Investigation Unit.
- 09/27/07, Tonya Rider Incident: Chief Lemon briefed the Board on the motor vehicle accident that left Tonya Rider trapped for eight days in her damaged car driven off HWY 169. Commissioner Granlund stated that he was on the scene

and the firefighters displayed a high level of professionalism and commended them for the job well done.

### Training

- Wellness / Fitness Initiative: Nothing new to report.

CAD Analysis: Chief Lemon reported that the district is researching the potential of utilizing a program similar to CAD to use in conjunction with our current mapping system.

### Support Services:

#### Fire Marshal's Office:

- Level of Service Contribution Inventory and Status: Assistant Chief Rude reported that Fire Marshal Pargas has developed a simpler summary of Level of Service Contributions. The Board of Commissioners asked that this be placed in their informational books on a regular basis.
- Inspections: Assistant Chief Rude reported on the status of inspections

#### Public Education:

- Annual Newsletter: 2007 newsletter is complete and has been mailed out.
- Assistant Chief Rude reported that he and Public Educator Johnson attended the regional Sound Shake drill. Assistant Chief Rude further outlined several Public Education items and meetings scheduled this month.
- 1982 Pierce Arrow: Assistant Chief Rude asked for and received authorization from the Board of Commissioners to accept an offer of \$4,000 for the previously declared surplus 1982 Pierce Arrow. Motions declaring this engine surplus and authorizing its sale had been passed by the Board at an earlier time.
- Puget Sound Energy: Assistant Chief Rude reported that Firefighter Graziani has submitted a cost saving proposal for lighting which is to reduce the stations cost of electricity. Assistant Chief Rude reported that a Commercial Representative from Puget Sound Energy will be meeting with him on Tuesday, October 9<sup>th</sup> to discuss opportunities for further cost savings and grants available.
- Photographer: Assistant Chief Rude reported that pictures will be taken by Barry Hartman on October 24<sup>th</sup>. Mr. Hartman will provide 3 sets of wallet size photos for up to 80 people.
- MV ECC: Nothing new to report.

- Apparatus & Equipment: Assistant Chief Rude reported that the 2 new engines have cracks in the body. A Sutphen Representative has taken pictures and opened up a warrantee claim.

Fleetmax Software: Commissioner Maxwell inquired about the specifics involved in the process of setup up and utilization of this newly purchased software. Assistant Chief Rude outlined the process and stated that the system will allow electronic work orders and accurate tracking of maintenance costs. In addition, the inventory will be tracked and itemized out to each apparatus.

- Facilities:

Station 82: Chief Lemon distributed a copy of the map outlining the proposed ball fields in Ravensdale and discussed a request to incorporate a picnic area on the west side of Station 82's property. The Fire District is open to the issue pending agreement on ground maintenance and liability issues.

#### Community Issues

- MVBD Chamber of Commerce Installation Dinner: This item was discussed earlier.

Vouchers:

- Review & Approve #41448 through #41488 for \$74,535.52 (Exp Fund)
- Review & Approve #41489 through #41490 for \$5,694.69 (Cap Fund)
- Review & Approve #41491 for \$4,435.57 (Cap Fund)
- Review & Approve #6017 for \$184.70 (Resident Reimb)
- Review & Approve #6083 for \$2,958.00 (Union Dues)
- Review & Approve #6087 for \$597.50 (HRA/FSA Account)
- Payroll for \$151,995.67
- Payroll Taxes for \$33,482.11
- Retirement for \$27,952.50
- Deferred Compensation for \$8,724.00

The Board of Commissioners recessed the regular meeting at 7:45 p.m. to convene an Executive Session to discuss Labor and Personnel Issues for approximately 1 hour.

The Board adjourned the Executive Session at 8:40 p.m. and reconvened the regular business meeting. No report from the Executive Session.

With no further business to come before the Board of Fire Commissioners, the meeting was adjourned at 8:45 pm.

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Chairman Fred Maxwell

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Timothy W. Lemon  
Fire Chief/District Secretary

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Commissioner Jeff Granlund

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Commissioner Brian McGee

Minutes Prepared by Michele de Leon