

Maple Valley Fire and Life Safety Department Correspondence

DOCUMENT 07-005

MINUTES OF THE BOARD OF FIRE COMMISSIONERS, JANUARY 18, 2007.

Attending: Commissioners Jeff Granlund, Brian McGee, and Fred Maxwell; Chief Tim Lemon; Assistant Chief Brad Doerflinger; Fire Marshal Dave Pargas; Lieutenant Scott Rogers; Firefighters PJ Knowles and Matt Hunter, Administrative Secretary 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 January 4, 2007 were approved as presented by Motion of Commissioner McGee, seconded by Commissioner Granlund, MOTION PASSED.

Financial Reports: January Expenditure Summary: Reviewed for information.

December Revenue Summary: Reviewed for information.

Transport Billing: Reviewed for information.

Correspondence:

- City of Maple Valley Agenda
- City of Covington Agendas
- 01/02/07, City of Maple Valley Thank You
- 01/04/07, US Army Fort Lewis, Thank You Black Hawk Down – Lt. Cowan and FF Askevold.
- 01/04/07, King County Journal to be discontinued
- 01/05/07, Valley Medical Construct News
- 01/05/07, LEOFF I Board Election Results
- 2007 Snure Seminars
- Legislative Day – March 5th (taken out of order) Chief Lemon distributed information for the Board regarding Legislative Day.

- Pete Spiller, Tom Treve – Health Care Program Director (not on agenda)
- Next Thursday Administrative/Management Workshop: Chief Lemon distributed an outline of the Administrative/Management Workshop and advised the Board of Fire Commissioners that the workshop would be held at Lake Wilderness Golf Course from 0900 hours until about 1600 hours.

Meetings:

- 01/17/07, King County Fire Chief's Association E-Board 2007 Retreat: Chief Lemon reported on the retreat and that the King County Fire Chief's Association will be focusing their emphasis on how they can help the Executive Officer of the King County Fire Departments.
- 01/17/07, King County Fire Commissioner's Association and the King County Fire Chief's Association's Installation Dinner: Commissioner McGee thanked Chief Lemon for serving as the King County Fire Chief's Association President the past two years and stated that the installation dinner was wonderful success.

Public Comment: None

Business:

Going After No-Mans-Land: Chief Lemon reported on two areas located within Eastside Fire & Rescue's coverage area that are being serviced by Maple Valley Fire. These areas are only accessible through Maple Valley Fire & Life Safety's jurisdiction. Chief Lemon contacted Chief Soptich with Eastside Fire & Rescue and both agree that it makes sense to annex these areas into Maple Valley Fire & Life Safety.

Another area that is served by Maple Valley Fire & Life Safety is Kariston, East of Station 85 on SE 208th. The Residents in this area are not in any fire protection district. Chief Lemon believes they are using Maple Valley Fire & Life Safety as their fire department when acquiring fire insurance. Chief Lemon checked with State Farm Insurance and was advised that the insurance industry may not honor a fire claim from these residents if they have been claiming an ISO rating of 5 when they are actually at a 10, or may make them back-pay the difference in premiums for the years that they have been covered by that insurance company at the lower rate. The State Farm representative also indicated that these residents would most likely be dropped following a claim.

Chief Lemon stated he has spoken with our attorney to ensure that we could pursue annexation of these areas and stated that he would like to utilize a consultant to accomplish tasks associated with this effort. The homes in Eastside Fire and Rescue would be inventoried (number of properties and homes) and an information letter would be sent out to the property owners inviting them to attend a meeting addressing the benefits of being annexed into Maple Valley Fire & Life Safety. The same process would

be used for Kariston; except the residents living in Kariston may not want to be in a fire district and pay additional taxes, so the district will need to have its billing information available and a cost analysis concerning insurance premiums at an ISO rating of 10 vs. 5. These residents will also need to understand that Maple Valley Fire & Life Safety has no obligation to respond to their calls for emergency help if they choose not to annex into the fire district. If they choose not to be annexed, all the addresses will have a premises report attached identifying that they have no fire district services. Commissioner Granlund stated that he will provide a list of names and addresses to Chief Lemon of all the residents that live in Kariston. Chief Lemon stated that the consultant he spoke with estimated that it would take approximately 100 hours over the next 6 months to address the issue and potentially another six months to complete the process. Discussion took place regarding the issue and the impact to the fire district. Commissioner Granlund made a Motion, authorizing Chief Lemon to engage the consultant, Commissioner McGee seconded the Motion, MOTION PASSED.

WA State Fire Chief's Legislative Day 03/05/07: Chief Lemon inquired if any of the Fire Commissioners would like to attend. Commissioner McGee felt it was too late in the session to be effective and that he is planning on contacting them prior to the Legislative Day on March 5, 2007. Chief Lemon reminded the Board that he has already met with Representatives Anderson and Rodney as well as Senator Pflug concerning the Fire Service's priorities in 2007 and that the legislative day would allow us to re-enforce our positions on fire service matters before the Legislature. Commissioners will contact Chief Lemon if they are able to attend.

House Bill (HB)1756 Annual Report 2007: Chief Lemon stated that the fire district will be drafting its first report to comply with HB 1756.

Administrative / Management Workshop 01/25/07: This was reported on earlier in the meeting.

Long Range Plan (LRP) Update: Chief Lemon stated that staff is working on the written up-dates to the LRP and that the Administrative and Capital Improvement up-dates should be provided to the Board of Fire Commissioner's in draft form at their next meeting. Chief Lemon emphasized that this is an up-date to the plan and not a re-writing of the plan.

SOG 43-2502 Rapid Intervention Team(s) (RIT): Chief Lemon stated that SOG 43-2502 is still tabled pending input from Chief Doerflinger and Training/Health/Safety Chief DiDonato.

SOG 43-2501 Stand-By Team(s): Chief Lemon stated that SOG 43-2501 is still tabled pending input from Chief Doerflinger and Training/Health/Safety Chief DiDonato.

Union:

Union' PERC Appeal: Nothing to report.

Union's Lawsuit Appeal to the Supreme Court of Washington: Nothing to report.

Personnel:

Firefighter Hiring: Chief Doerflinger reported that the new hires have completed their physical examinations and will be fitted for uniforms next week. The hire date is set for February 6th and they will be going to the academy February 9th. Firefighter Michael Johnson will also be going to the academy February 9th.

Operations:

Major Emergency Incident Report:

01/11/07 Hobart House Fire: Chief Lemon briefed the board on this incident and stated that Resident Firefighters James Koch and Ben Jack did a great job and that their efforts were a direct contribution to saving the structure.

Firefighter PJ Knowles entered the meeting.

Fire Prevention:

Fire Inspections: Fire Marshal Pargas stated that he has been working with different companies that had their fire protection systems fail due to the freezing weather and the fire sprinkler pipes breaking.

Impact Fees: Fire Marshal Pargas stated that he has met with Joan Burlingame and Michael Matthias about developing a formal procedure for determining commercial property impact fees for the department. Both parties have expressed an interest in providing consulting services for the department. Fire Marshal Pargas stated that rates for both are reasonable. Commissioner Granlund made a Motion, authorizing Chief Lemon to engage one or both of the above consultants, Commissioner McGee seconded the Motion, MOTION PASSED.

Black Diamond Terminates FM Services: Fire Marshal Pargas stated that Black Diamond has sent the fire district a letter stating that they are no longer in need of his services, as they now have the resources required to do their own plan reviews and new construction inspections.

Public Education: Fire Marshal Pargas reported that Janine Johnson is now a certified Safe Sitter Instructor and will be teaching her first class on Saturday 1/20/07. Public Educator Johnson also attended the Public Information Officer's (PIO) Zone 3 training today and has mailed out invites for the Department's Annual Awards Banquet.

Maple Valley Emergency Communication Center (MV ECC) Flood Planning: Fire Marshal Pargas attended a debriefing regarding recent weather related emergencies. The need to identify special needs facilities such as adult care facilities was discussed. Fire Marshal Pargas is currently gathering information about shelter requirements and codes. Discussion took place regarding the role of Red Cross and future plans relating to emergency preparedness.

Fire Marshal Pargas distributed information regarding residential R6 and R4 codes and requirements for the board's information.

Lt. Rogers and FF Hunter entered the meeting.

Vehicles & Equip:

Brush 81 Out of Service: Chief Lemon stated that Brush 81 is still out of service and should be fixed next week.

New Staff Vehicle: Chief Lemon stated that no decision has been made regarding the make and model for the new staff vehicle(s).

New Engines: Chief Doerflinger stated that the engines are tentatively scheduled to be placed in service by mid February.

Facilities:

Nickerson's to vacate property: Chief Lemon stated that the Nickerson's have sent a letter stating that they will be vacating the future Station 87 property on April 5, 2007.

Station 83: Chief Lemon stated that the flooring is complete and that paint touchup work next week will virtually complete the Station 83 project tasks.

Community Issues:

01/17/07, KC Fire Commissioners and Fire Chiefs Installation Dinner: This was reported on earlier in the meeting.

01/25/07, Partnership Banquet Eastside Fire & Rescue: Chief Lemon asked if any of the Board of Fire Commissioner's would care to attend. Commissioner Maxwell indicated he would be interested in attending if he could clear his schedule.

02/10/07, Department Annual Awards Banquet: Fire Marshal Pargas reported that Public Educator Johnson has made excellent progress planning this event.

06/29, 30/2007, Relay for Life Cancer Walk: Chief Lemon reported that the Administration is putting together a team and has challenged the Volunteer Firefighter's Association to do the same. Fire Marshal Pargas is the Administrative Team Captain and the Board of Fire Commissioner's are invited to participate in the event.

Vouchers: Review #40577 for \$3,781.15 (Property Payment)
 Review & Approve #40578 through #40607 for \$30,926.91 (Gen Exp Fund)
 Review & Approve #40608 through #40610 for \$4,207.60 (Cap Imp Fund)
 Review & Approve #4486 for \$537.50 (Flexible Spending Account)
 Review & Approve #4488 for \$2,662.20 (Union Dues)
 Review & Approve #4489 through #4491 for \$310.58 (Commissioner Reimb.)

Review & Approve #4494 through #4549 for \$14,602.54 (Uniform Allowance)
Review & Approve #4551 through #4578 for \$5,905.00 (Resident Reimb.)
Payroll for \$129,351.41
Retirement for \$21,725.59
Deferred Compensation for \$7,815.50
Taxes for \$31,123.17

The Board of Commissioners recessed the regular meeting at 7:00 p.m. to convene an Executive Session to discuss Real-Estate Matters and Personnel Issues. The Board announced that the Executive Session would be in session for approximately 60 minutes.

The Board adjourned the Executive Session at 7:55 p.m., and reconvened the regular business meeting.

Commissioner McGee made a motion to authorize the Fire Chief to hire a consultant to assist the department with an internal investigation. Commissioner Granlund seconded the motion and the motion passed.

With no further business to come before the Board of Fire Commissioners, the meeting was adjourned at 7:57 p.m.

Chairman Fred Maxwell

Timothy W. Lemon
Fire Chief/District Secretary

Commissioner Jeff Granlund

Commissioner Brian McGee

Minutes Prepared by Michele de Leon