

# Maple Valley Fire and Life Safety Department Correspondence

DOCUMENT 08-080

MINUTES OF THE REGULAR MEETING OF THE BOARD OF FIRE COMMISSIONERS, SEPTEMBER 4, 2008

Attending: Commissioners McGee, Scott and Granlund; Chief Lemon, Deputy Chief's Doerflinger and Rude; Lieutenant Adams; Firefighters Ager, Knowles, and Warm; Volunteer Resident Firefighter Rozell; Administrative Office Manager Barker

Chairman McGee called the meeting to order at 6:00 p.m.

## **Minutes:**

The Minutes from the regular Board of Fire Commissioner Meeting of August 21, 2008 were **approved as presented by Motion, Seconded and unanimously carried by the Board.**

## **Financial Report:**

Deputy Chief Doerflinger provided and reviewed the following reports to the Board of Fire Commissioners:

Expense Report: This was reviewed for information.

King County Investment Letter: This was reviewed for information.

## **Correspondence:**

City of Maple Valley Agenda(s): Deputy Chief Doerflinger commented there was nothing notable to report.

09/02/08 Thank You Letter from King County Fire District #44: The District received a thank you for Bruce Backer, Fleet Manager, for his participation in their Mechanic assessment lab.

## **Meetings: None**

## **Public Comment:**

Firefighter Knowles reported the Maple Valley Firefighters raised over \$6,000. for the MDA during their "Fill the Boot" event. This was an off-duty activity for our firefighters.

**Business:**

2009 Maple Valley Fire & Life Safety Leadership Workshop (9/11/08): Deputy Chief Doerflinger reminded those in attendance of the 2009 Fire District Planning Workshop on 9/11/08 at Olson Mansion. The event starts at 8:00 a.m.

Resolution R-2008-11, Declaration of Surplus Item: **A MOTION was made, seconded and unanimously approved** to declare as surplus the 1992 Chevy S10 Blazer.

Resolution R-2008-12, Declaration For Sale Surplus Item: **A MOTION was made, seconded and unanimously approved** to list For Sale the 1992 Chevy S10 Blazer.

Fire Levy Lid Lift Vote 8/19/08: Deputy Chief Doerflinger distributed the results of the election. The rejected percentage was 52.09% and approved percentage of 47.91%. Commissioner McGee distributed a spreadsheet showing election histories for fire district in King County. Discussion followed.

Fire Levy Lid Lift Vote, 11/4/08: Deputy Chief Doerflinger reported that the withdraw date from the November general election was 8/12/08. Even though this was seven days before the August election was held. As a result, the Fire District is not able to withdraw from the November election or make any changes to the Explanation Statement or Ballot Measure. Discussion followed on using the annual newsletter to inform the public about the election issues. It was also noted that the Fire District's financing/budget options will be discussed during the workshop on 9/11/08.

Study of Board of Commissioners Structure: Commissioner Scott requested that the Fire District review whether or not the Board of Fire Commissioner should be expanded to five commissioners vs. the current three member board. Commissioner Granlund remarked that this had been researched into in the past, with the decision to leave it as is. Chief Lemon commented that expanding the Board would require holding an election and an increased cost to the District. Commissioner Scott felt it would be a good time to re-visit this issue and that the Commissioners could gather information on the pros and cons from other Fire Districts during the Annual Commissioner's Conference. Chief Lemon will research this issue further through the Fire Chiefs.

Capital Project List-Long Range Plan: Commissioner Scott requested an update on the capital projects list. Deputy Chief Rude explained the bond funding which was voted on and approved in 2004. Capital expenditures were discussed. The Long Range Plan for capital expenditures was reviewed. It was noted that eighty-five percent of the bond funds have to be expended within three years.

SOG 43-1129 Performance Management System: This item is still pending.

## **Personnel:**

### Career/Volunteer Staff:

- Lieutenant's Promotional Testing: The written test is scheduled for 9/12/08. Twelve members will be taking the written test. Letters have been sent out requesting assessors for the assessment center in November.

## **Operations:**

### Major Emergency Incident Report:

- Deputy Chief Doerflinger reported on a roll over accident in the Ravensdale area. One critical patient was transported to Harborview.

### Training:

- Fall Volunteer Firefighter Academy: The Fall academy is starting with seven volunteers. This academy will be held in-house and will be completed in approximately eleven weeks.

## **Support Services:**

### Fire Marshal's Office:

- Deputy Chief Rude reported on the revenue that was received from billing for fire marshal services. He also reported that he is researching the hourly amount that is billed for fire marshal services and will be looking to up-date our billing rate.
- Deputy Chief Rude reported that work is expected to start within two weeks at the Kite Development, next door to Station 80.

### Public Education:

- Tonight is the first night of the fall CERT class.
- Articles for the annual newsletter are due on 9/5/08 to Public Education Specialist Johnson.

### Maple Valley Emergency Coordination Center:

- Deputy Chief Rude reported that a meeting of the executive staff of the ECC was working on Operational Procedures. The executive staff is also researching funding methods for the Greater Maple Valley Emergency Communication Center.

Apparatus and Equipment:

- Deputy Chief Rude reported on attending the Valley Com meeting. Valley Com is raising the cost for dispatch to \$28.55 per incident. New radios and funding for them was discussed. FF Ager reported on the cost of new radios and the status of the radios in our current inventory.

Facilities:

- Station 83 & Station 84 Generators: The generators at these two facilities have been delivered and installed. They should be operational within a couple weeks.

**Community Events:**

- The Emergency Management Fair will be held at Rock Creek Elementary on 10/11/08.

**Vouchers:** Reviewed & Approved #09001 through #09035 for \$19,480.08 (General Expense Fund)  
Reviewed & Approved #09036 through #09037 for \$1,241.25 (Cap Imp Fund)  
Reviewed & Approved #09038 through #09058 for \$7,067.71 (Resident Reimb.)  
Payroll for \$154,189.08  
Payroll Taxes for \$33,521.34  
Retirement for \$28,683.73  
Deferred Compensation for \$11,594.50

With no further business to come before the Board of Fire Commissioners, the meeting was adjourned at 7:30 p.m.

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Chairman Brian McGee

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Timothy W. Lemon  
Fire Chief/District Secretary

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Commissioner Jeff Granlund

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Commissioner Mike Scott