

# Maple Valley Fire and Life Safety Department Correspondence

Document 07-017

## MINUTES OF THE BOARD OF FIRE COMMISSIONERS, FEBRUARY 15, 2007

Attending: Commissioners Maxwell, Granlund and McGee; Chief Lemon; Assistant Chief Doerflinger; Battalion Chief Bille; Lieutenants Madden and Adams; Firefighters Ager, Gerarden, Donnell, Dominguez, Perry, and Warm, Fire Marshal Dave Pargas; Administrative Office Manager Faye Barker; Steve Erickson and family members

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

Chief Lemon presented a five-year service pin to FF Ager and fifteen-year service pins to FF Gerarden and Warm. The Commissioner Award for 2006 was given to Lt. Madden. Chief Lemon explained that this award is recognition for his excellence at work, and also for the volunteer work he has done for the children from Belarus, Russia.

Also, a special recognition and commendation was given to Mr. Steve Erickson, a citizen of Maple Valley, for his heroic efforts. Mr. Erickson helped a gentleman that was in distress in Lake Wilderness. B/C Bille reviewed the incident with those present.

The citizens left the meeting at this time.

### Minutes:

The Minutes from the regular Board of Fire Commissioner Meeting of February 6, 2007 were approved as presented by Motion of Commissioner McGee, seconded by Commissioner Granlund, MOTION PASSED.

### Financial Reports:

January Revenue Report was reviewed for information.

February Expense Report not available at this time.

Transport Billing Summary was distributed for the Board's review. Discussion followed regarding transport issues. Commissioner McGee asked for and received a brief explanation on how King County EMS payments are decided upon and distributed to districts. Commissioner Maxwell explained that the formula used is complicated and that the Board does not feel that the District receives a fair amount from K.C. EMS. Monies that are paid in taxes by our citizens are subsidizing other districts.

King County Investment Pool Newsletter was reviewed for information.

### Correspondence:

- ◆ City of Maple Valley Agenda – one thing noted on the Agenda is that the modular building for the new youth center is on site now beside the Community Center.
- ◆ City of Covington Agendas
- ◆ Thank you from the Askevold family.

Meetings:

- ✓ Zone 3 Fire Marshal Meeting: Fire Marshal Pargas reported on attending this meeting. The 2006 IFC AND IBC code options were discussed.
- ✓ Zone 3 Training Officers Meeting: Commissioner McGee attended this meeting and reported on it.

Public Comment:       None

Business:

AG43-1204 Assistant Chief Support Services Job Description, DRAFT: Chief Lemon distributed a draft job description for the Board to review. He plans to present this for adoption at the next meeting. Commissioner McGee asked if this position would be filled from within the department, and was advised the opportunity would be open to all. The hiring process will begin in April when availability of the position will be advertised. The plan is to receive applications in April and review them in May. The selection process will be in June and the appointment will be done in July.

HB 1756: Chief Lemon distributed a draft report to the Board for their review. This report was reviewed. Assistant Chief Doerflinger is still working on the statistics side of the report. Upon completion, this report will meet the requirements of HB 1756.

Long Range Plan Up-date: Nothing new at this time.

- ✓ Administration Division
- ✓ Capital Improvements

Union: Nothing new at this time.

- ✓ Unions PERC Appeal
- ✓ Union's Lawsuit Appeal to the Supreme Court of Washington

Personnel:

New Hire (Firefighters) Report: Chief Doerflinger explained that the new firefighters are currently at the Academy.

Major Emergency Incident Report: Assistant Chief Doerflinger reported on the vehicle vs. pedestrian accident at the 18800 block of the Maple Valley Highway in front of Vinnie's Pub, at the 18800 block. The pedestrian passed away at the hospital.

Fire Prevention:

Fire Inspections: F/M Pargas reported that fire inspections are continuing and that he also has some new construction plans to review.

Impact Fees: F/M Pargas stated that an agreement was signed today with Mr. Matthias. Mr. Matthias will be up-dating the fire district's formal procedure for determining residential and commercial property impact fees for the department. Mr. Matthias is to provide a monthly report for the second Commissioner meeting every month.

Public Education: The CERT Class has started and has a total of 25 students attending.

MV ECC: F/M Pargas reported on the meeting. The LDS Church and the Shepherd of the Valley Lutheran Church are being reviewed for potential shelters.

Vehicles & Equipment:

Brush 81: The pump on Brush 81 has been repaired and is back in service.

A81: Aid 81 has been taken to the dealership for repairs and is expected back quickly.

New Engines: A/C Doerflinger had pictures of the graphics for the Commissioners to view. It was decided that A/C Doerflinger will take a poll from staff to make a decision of which graphic to use.

New Aid Car: The specs on a new aid car are in draft form with the Chief. The financing to purchase one or two new aid units was discussed.

Facilities:

Community Issues:

2/10/07, Annual Awards Banquet – a summary was given.

Vouchers: Reviewed & Approved #40679 through #40703 for \$50825.43 (Gen Exp Fund)  
Reviewed & Approved #40704 through #40709 for \$5029.15 (Cap Imp Fund)  
Reviewed & Approved #4644 through #4646 for \$739.11 (Uniform Checks)  
Reviewed & Approved #4646 for \$2321.79 (Goll AL Cash Out)  
Reviewed & Approved #4650 through #4697 for \$5456.27 (Pay Correction)  
Reviewed & Approved #4699 through #4701 for \$646.44 (Commissioner Reimbursement)  
Reviewed & Approved #4703 through #4730 for \$7438.72 (Resident Reimbursement)  
Reviewed & Approved #4798 for \$597.50 (Flexible Spending Account)

Reviewed & Approved #4800 for \$3017.16 (Union Dues)  
Reviewed & Approved #4801 through #4803 for \$833.00 (Point Reimbursement)  
Payroll for \$131,387.94  
Retirement for \$22,165.41  
Deferred Compensation for \$7,993.00  
Taxes for \$22,177.98

The Board of Commissioners recessed the regular meeting at 6:55 p.m. to convene an Executive Session to discuss Personnel Issues. The Board announced that the Executive Session would be in session for approximately 20 minutes.

The Board adjourned the Executive Session at 7:15 p.m., and reconvened the regular business meeting.

With no further business to come before the Board of Fire Commissioners, the meeting was adjourned at 7:17 p.m.

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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 Faye Barker