

# Maple Valley Fire and Life Safety Department Correspondence

DOCUMENT 09-014

MINUTES OF THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS, FEBRUARY 19, 2009.

Attending: Commissioners Granlund, McGee and Scott; Fire Chief Lemon; Deputy Chief Doerflinger; Battalion Chief O'Brien; Firefighters Ager, Cleveland, Jensen and Knowles; Administrative Assistant de Leon.

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

## **Minutes:**

**The Minutes from the regular Board of Fire Commissioners Meeting of February 5, 2009 were approved as presented by MOTION, Seconded and unanimously carried by the Board.**

## **Financial Report:**

Expense Report – February 2009: Reviewed for information.

Revenue Report – January 2009: Reviewed for information.

2009 Budget Amendment: Chief Lemon distributed the proposed budget amendment for the Boards consideration. The Amendment reflects actual cash carryover from 2008 and various other budget realignments to include areas of the budget that could be cut to provide funding for other unfunded projects that are being considered. Chief Lemon advised the Board that the 2009 Budget Amendment does not need to be acted upon immediately and suggested taking the information and reviewing it for the next Board meeting.

Commissioner McGee inquired about the Assessed Valuation projections for the forthcoming year and beyond and how it would impact our revenue projections. Following discussion regarding previous years Assessed Valuation increases and the 8.4% increase from 2008 to 2009 and the legal limitation of a 1% annual increase to the budget without a Fire Levy Lid Lift, the Board asked Chief Lemon to see if the King County Assessor's Office and/or the City of Maple Valley has any projections on what future assessed valuation will be.

## **Correspondence:**

City of Maple Valley (s): 02/09/09 Public Hearing for Summit Place: Chief Lemon reported that he spoke in front of the Maple Valley Planning Commission concerning the impacts on emergency service and Maple Valley Fire and Life Safety's ability to maintain the current level of service with the development of Summit Place.

Thank You Card – Hunter Family: Reviewed for information.

## **Meetings:**

02/10/09 LMC: Chief Lemon reported that the Labor Management Committee had met and discussed various topics including the 48/96 Schedule.

02/17/09 48/96 Transition Committee: Chief Lemon report that the 48/96 Transition Committee had its first meeting and identified a number of issues that will need to be addressed in the Collective Bargaining Agreement and the District Manual. It was suggested that Kent Fire Department's Study be reviewed. Union President Knowles stated that Kent Fire Department's information has been reviewed.

## **Public Comment:**

Firefighter PJ Knowles stated that the Awards Banquet is being held on Saturday February 21<sup>st</sup> at the Lake Wilderness Golf Course and Country Club and hopes to see everyone there.

## **Business:**

2009 Elections – Fire Levy Lid Lift: Community Survey – Chief Lemon distributed copies of the questions for the Board's review. Discussion and suggestions took place regarding the survey questions. It was suggested that after the survey is complete, communications about the survey and why the Fire District conducted it be communicated to the public.

Employee Satisfaction Survey: This item was tabled.

Legislative Issues: Chief Lemon stated that he has forwarded the latest issues from the Washington State Fire Chief's and Fire Commissioner's to the Board and that meetings with the Legislators have been scheduled for March 9<sup>th</sup>.

48/96 Work Schedule: Chief Lemon reported that the Committee is currently working on issues identified in the Collective Bargaining Agreement and District Manual.

Long Range Plan: Chief Lemon reported that the last update was done in 2007 and is seeking the Board's direction on whether to revive this document and continue to maintain and utilize this in providing the Fire District with direction. Further discussion took place regarding the station logistics and incorporating the ESCi study into the Long Range Plan. All were in agreement to move forward with the updates.

Valley Communications Adopted Budget: Chief Lemon has a copy available for the Board's review.

## **Personnel:**

Career/Volunteer Staff:

- ✓ Disabilities: Chief Lemon reported that one employee is currently on a Labor & Industries Disability and one employee is on Long Term Disability.

Operations:

Major Emergency Incident Report: Deputy Chief Doerflinger reported on a roof/attic fire that happened on Saturday February 14<sup>th</sup>. Battalion Chief O'Brien further briefed the Board on the incident and on provided an over-view on a CPR incident involving a 33 year old that was revived and has since recovered.

Volunteer Program Review: Deputy Chief Doerflinger reported that the Committee will be concluding their work and providing recommendations to the Fire Chief in the near future.

Training: Nothing to report.

**Support Services:**

Fire Marshal's Office: Chief Lemon reported that 2009 Engine Inspection Assignments have been sent out.

Public Education: Chief Lemon reported that a potluck has been scheduled April 30<sup>th</sup> for the CERT Program Participants and the Commissioners are invited to attend.

Maple Valley Emergency Coordination Center: Nothing to report.

Apparatus and Equipment: Nothing to report.

Facilities:

- ✓ Station 84 Flooding/Repairs: Chief Lemon distributed a rough draft of the plans for the repair/remodel of Station 84. The projected cost is estimated to be around \$7,000.
- ✓ Station 81 Remodel: Chief Lemon distributed a rough draft conceptual layout from Rice Fergus Miller Architects. Staff will be proceeding with a cost analysis of the project with priorities being given to insuring the roof is sound, the HVAC system is serviceable and/or will need replaced and then the interior remodel.

**Events:**

2/21/09, MVFLS Annual Awards Banquet: To be held on February 21 at the Lake Wilderness Golf Course and Country Club.

3/9/09 Legislative Day 2009: This topic was discussed earlier.

**Vouchers:** Review & Approve #02083 through #02127 for \$34,011.25 (General Exp Fund)  
Review & Approve #02128 through #02129 for \$4,261.14 (Cap Imp Fund)  
Payroll for \$159,921.49  
Payroll Taxes for \$29,957.70  
Retirement for \$29,307.06  
Deferred Compensation for \$10,799.50

**Adjourn:**

With no further business before the Board, this meeting was recessed at 7:30 p.m.

Chairman Granlund called the meeting to order at 6:00 pm March 5<sup>th</sup> and immediately adjourned the meeting.

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Chairman Jeff Granlund

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Timothy W. Lemon  
Fire Chief/District Secretary

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Commissioner Brian McGee

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Commissioner Mike Scott

Minutes Prepared by Michele deLeon