

Maple Valley Fire and Life Safety Department Correspondence

DOCUMENT 09-054

MINUTES OF THE REGULAR MEETING OF THE BOARD OF FIRE COMMISSIONERS, MAY 21, 2009

Attending: Commissioners Granlund and McGee; Chief Lemon; Deputy Chief Doerflinger; Office Manager Barker

Commissioner Granlund called the meeting to order at 6:04 p.m.

Minutes:

The Minutes from the regular Board of Fire Commissioners Meeting of April 2, 2009 were reviewed and approved as presented by MOTION, Seconded and unanimously carried by the Board.

The Minutes from the regular Board of Fire Commissioners Meeting of May 7, 2009 were reviewed and approved as presented by MOTION, Seconded and unanimously carried by the Board.

Financial Report:

Expense Report – May 2009: This report was reviewed for information. It includes an error in the amount of \$23,922.17 made by King County and that was discovered by Administrative Assistant de Leon. Invoices for another Fire District were mistakenly paid out of our funds. The correction will be noted on the June 2009 expense report from the County.

Revenue Report – April 2009: The April collection of taxes are reflected in this report. Year to date we have collect 44% of the projected property tax revenue. The delinquent taxes turned in are higher than usually reported at 72% collected for the year.

King County Investment Newsletter – April, 2009: This report was reviewed for information.

Financial Committee – 5/14/09: The Financial Committee met for the first time and the goals and objectives for this Committee were reviewed.

Transport Billing: The Transport billing report was reviewed for information. We have collected 34% of the projected transport billing revenue for the year.

Correspondence:

City of Maple Valley Agenda(s): Chief Lemon reported on the annexation of Maple Woods into the city limits.

Meetings:

5/11/09: Maple Valley City Council Meeting: Chief Lemon attended this meeting and reported on the Maple Woods annexation and a proclamation from the City in recognition of fallen Police Officers.

5/14/09: Maple Valley City Manager's Breakfast: Chief Lemon attended the new city manager breakfast meeting. The new City Manager Dave Johnston provided an oral resume and background on himself and then took questions from those in attendance.

5/20/09: Maple Valley/Black Diamond Chamber Luncheon Meeting: Chief Lemon attended the luncheon, nothing notable to report on.

5/19/09: Citizen Advisory Committee: Commissioner Granlund reported that Chief Lemon gave a detailed presentation of the budget for the Committee. Good questions and discussion was held regarding the Fire Levy Lid Lift and the goals and objectives of the committee.

5/20/09: Public Education Long Range Plan: Commissioner McGee reported on the presentation from Public Education Specialist Johnson gave during the planning session. Discussion was held regarding having the CERT members as part of the Volunteer Association. Commissioner McGee agrees with this idea and believes it would be a positive step with our efforts in reconnecting with the community.

Maple Valley Days: Chief Lemon reported that plans are being made for participation in the parade, staffing an informational booth, providing blood pressure/sugar and cholesterol checks to the citizens and having apparatus on display.

King County Commissioners: Commissioner McGee reminded the other Commissioners that they should make sure they have their proxy's done if they do not plan to attend the Commissioner Conference this year.

Public Comment:

Discussion was held regarding the public comment portion shown below. The Commissioners can determine whether they want this type of language on future agenda's. No action was taken.

This is an opportunity for the public to address the Board of Commissioners on any subject which is not of a quasi-judicial nature or scheduled for a public hearing. Speakers are asked to stand to have their comments recorded. Speakers should state clearly their name(s) and address for the record. Please limit comments to three minutes per person.

Business:

2009/2010 Elections - Fire Levy Lid Lift:

- Citizen Advisory Committee: (5/12, 19/09 meetings) this meeting was discussed earlier in the meeting. Chief Lemon stated that Hebert Research is scheduled to attend the next meeting and present the results of the public survey.

Long Range Plan:

- Administrative Section: Changes were made after receiving information from Commissioner McGee. This should be the Final Draft before adopting this section.
- Operations Section: The first draft of this section was distributed for review.

Performance Evaluation for the Fire Chief: This item was tabled.

July 2, 2009 Commission Meeting: The Commissioners concurred to cancel this meeting and meet as normally scheduled on July 17, 2009.

Personnel:

Career/Volunteer Staff:

- D L & I – one firefighter has returned and one firefighter is still out on injury status.

Operations:

Major Emergency incident Report: Deputy Chief Doerflinger reported on the following incidents:

- A serious injury accident on Maxwell Road. It was reported that Firefighters Carpenter and Knowles did an excellent job handling the patient.
- Mutual aid responses with District 44 and Renton were reported on.

Support Services:

Public Education: The April report of activities was reviewed for information.

Apparatus and Equipment:

- Engine Specifications are still in the review process.

Facilities:

- Station 84 Drainage: Commissioner Granlund is still working on this item and waiting to get in touch with Deputy Chief Rude.
- Station 81 Remodel: The Contract with the architect to move forward with design was reviewed. **A MOTION WAS MADE, SECONDED and PASSED TO AUTHORIZE THE DISTRICT SECRETARY TO EXECUTE THE CONTRACT WITH THE ARCHITECT.**
- Station 83 10' x 40' Portable Building: Deputy Chief Rude is researching the purchase versus renting a building.

Events:

05/17/09 City MV Grand Opening Lake Wilderness Lodge: Chief Lemon reported that the improvements that were done look really nice.

06/03/09 Western Azalea Celebration: this information was given to the Board.

06/12/09 MV Rotary Golf Tournament:

06/12-13-14/09 Maple Valley Days: The firefighters will be doing blood pressure checks/cholesterol and blood sugar checks during Maple Valley Days.

06/20/09 MV Farmers' Market Grand Opening: this will be held at Rock Creek Elementary.

Vouchers:

The following vouchers were approved administratively due to the Memorial Day Holiday and a King County Furlough day. The Commissioners reviewed the vouchers.

Review & Approve #05081 through #05112 for \$54,655.44 (General Expense Fund)
Review & Approve #05113 through #05118 for \$14,517.52 (Cap Imp Fund)
Payroll for \$256,493.47
Payroll Taxes for \$69,305.46
Retirement for \$29,881.31
Deferred Compensation for \$14,399.50

Executive Session: None

With no further business to come before the Board of Fire Commissioners, the meeting was adjourned at 7:48 p.m.

Chairman Jeff Granlund

Timothy W. Lemon
Fire Chief/District Secretary

Commissioner Brian McGee

Commissioner Mike Scott

Minutes Prepared by Faye Barker