



## Maple Valley Fire and Life Safety

*Protecting and Serving the City of Maple Valley,  
and the Greater Maple Valley Area*

### Document 12-023

#### Minutes of the Regular Meeting of the Board of Fire Commissioners, September 6, 2012

Attending: Commissioners DeBay, McGee, Scott and VanRuff and Walls; Fire Chief Doerflinger; Deputy Fire Chief Cowan; Office Manager de Leon; Firefighter Knowles.

Chairperson VanRuff called the meeting to order at 6:00 pm.

Amendments to the Agenda: Office Manager asked to add an Accounts Payable Signature Form for King County under business.

#### Minutes:

**A MOTION was made, seconded and unanimously carried to approve the Minutes of the Regular Board of Fire Commissioners Meeting of 8/16/2012.**

#### Financial Report:

The following reports were reviewed for information:

- Expense Report – ½ September 2012.
- Revenue Report – July 2012: Chief Doerflinger pointed out that Delinquent Taxes are coming in from 2008, 2009 and 2010 which should net approximately \$70,000 over budget in that line item.
- Cash Reconciliation – July 2012

#### Correspondence:

- Beneficiary – Joyce Herr Trust: Chief Doerflinger reported that the district was named a beneficiary in Joyce Herr's Will, whom recently passed away. The Will states that \$25,000 is to be donated to the district "to be used for its general purposes as determined by its Board of Commissioners." Discussion followed regarding what to purchase with this donation. The decision was tabled until further research can be done and ideas brought forth to the Board for consideration. Commissioner Walls stated that this would be an appropriate disclosure to place in our newsletter.
- Snure Seminar – WFCA Annual Conference: Chief Doerflinger distributed information to Commissioner Walls; as she is tentatively scheduled to attend this conference.

#### Meetings:

- Community Outreach – Brandt Property 8/23/12: Chief Doerflinger reported that he and Chief Cowan attended this meeting and presented information on department capabilities, impact fees and the use of SEPA to address potential development. City Staff and the Chamber of Commerce presented information regarding potential impact of rezoning of the Brandt Property. Bob Castegna presented his vision of the property.
- Finance Committee 8/20/12: Chief Doerflinger asked that this be discussed during Business (Bond Issuance).
- Zone 3 Ops 8/28/12: Deputy Chief Cowan reported that recent discussions were about the need to reform Violence Policies in response to recent incidents. Maple Valley Fire & Life Safety will be participating in the upcoming Shooter/Intruder Drill on October 3<sup>rd</sup> at Tahoma Junior High, starting at approximately 8:00 am.
- Post-Graduation Success Committee 8/20/12: Deputy Chief Cowan reported that the committee held its final meeting. They are developing guidance for youth post-graduation. Once the school board signs off, the committee will develop a marketing plan to get the information out.
- King County Ops 8/22/12: Deputy Chief Cowan reported that the group is working through developing consistent IMS Plans, Passport Accountability and Mayday Procedures.

**Public Comment:**

**Business:**

- AG 43-1111 Overtime callback procedure – Extension: Deputy Chief Cowan asked for and received an extension of two weeks for the adoption of AG 43-1111 Overtime Callback Procedure.
- Bond Issuance: Chief Doerflinger reported that the Finance Committee met with underwriter Jim Blumenthal regarding the last issuance of 1.5 Million in Bonds. Due to current economic conditions, it is the consensus of the Committee that the District issue the bonds non-rated. **A MOTION was made, seconded and carried 4 to 1 vote to issue the \$1.5 Million in authorized bonds unrated.**
- Fire Inspector: Chief Doerflinger reported that due to the increased workload in doing permitted inspections in unincorporated King County, additional help would need to be hired. **A MOTION was made, seconded and unanimously carried to hire an independent contractor as an inspector.**
- Lake Youngs Annexation: Chief Doerflinger reported that this annexation is now at King County Council for final approval.

- King county Accounts Payable Update Form: The Board of Fire Commissioners signed the updated form for King County.
- Meeting with Chief Kevin Higgins –District 47 (not on agenda): Chief Doerflinger reported that he met with Chief Higgins regarding mutual aid and they will be addressing the number of mutual aid requests. Chief Higgins will be looking at using Enumclaw Fire more in the southern portions of District 47.

## **Personnel**

### Career/Volunteer Staff:

- Two on LTD

## **Operations:**

### **Training**

- Deputy Chief Cowan reported that the Volunteer EMT Class is scheduling Ride-a-longs with the Career Staff.
- UASI Drill: Deputy Chief Cowan reported there were issues that affected our mission but still overall there were good learning points. A copy of the After Action Report will be distributed to the Board for their review.
- Deputy Chief Cowan reported that the crews have been doing Hazmat, ladder rodeos and live fire training in North Bend.

### **Incidents**

- Deputy Chief Cowan reported that there have been 165 incidents since last meeting, which is 5.3% higher from last year this time. 68% of those calls were EMS.
- Deputy Chief Cowan reported on a significant car wreck off of Petrovitsky, a motorcycle accident, brush fire and a rescue off the Trail at Maple Ridge. The Burn Ban has also been extended.

## **Operations**

### **Support Services:**

#### **Fire Marshal –Impact Fees**

- Deputy Chief Cowan reported that to date, about \$30,000 in impact fees has been billed.
- Deputy Chief Cowan asked the Board if there was interest in pursuing a charge for illegal burns after going out a second time. The Board would like to review the information.

## **Apparatus and Equipment**

- Deputy Chief Cowan reported that bid specs are complete and have been posted for four different projects. The District has gone out to bid on Power Gurneys, Stair Chairs, SCBA Air Compressor, and SCBA Communication Upgrades.
- Deputy Chief Cowan reported that the district is waiting for the Medics to complete the Aid Car Specs and will be going out to bid once those are finalized.
- Deputy Chief Cowan reported that the Rescue Vehicle has been painted and delivery should be within a few weeks. The Tender is progressing and the expected delivery date is the middle of next month.

**Facilities**

- Chief Doerflinger stated that the gutters at Station 80 are currently being replaced.

**Events:**

- Open House – 9/15/2012 (1100hrs – 1400hrs)

**Public Comment:**

**A MOTION was made, seconded and unanimously carried to approve vouchers #09001 through #09039 for \$84,530.37; #09040 through #09056 for \$6,491.72; #09057 through #09063 for \$34,349.19; Payroll for \$162,029.40; Retirement for \$30,077.28; Deferred Comp for \$7,898.50; Taxes for \$36,222.06.**

With no further regular business before the Board, **A MOTION was made, seconded and unanimously carried to close the meeting at 7:15 pm.**

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Chairperson William VanRuff

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Commissioner Mike Scott

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Commissioner Gabriel DeBay

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Commissioner Camille Walls

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Commissioner Brian McGee

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Michele de Leon, District Secretary