



## Maple Valley Fire and Life Safety

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

### **Document 12-31**

#### **Minutes of the Regular Meeting of the Board of Fire Commissioners, November 15, 2012**

Attending: Commissioners DeBay, McGee, Scott, Walls and VanRuff; Fire Chief Doerflinger; Deputy Fire Chief Cowan; District Secretary Michele de Leon; Captain DiDonato; Firefighters McCormick, Jones, Coffin, Knowles and Goll; Volunteer Firefighter Merlino, David Fields and Bruce Zahradnik.

Chairperson VanRuff called the meeting to order at 6:18 pm.

Amendments to the Agenda: Strike Transport Billing report and add Excess Levy under Business.

#### **Minutes:**

**A MOTION was made, seconded and unanimously carried to approve the Revised Minutes of the Regular Board of Fire Commissioners Meeting of 10/18/2012.**

**A MOTION was made, seconded and unanimously carried to approve the Minutes of the Regular Board of Fire Commissioners Meeting of 11/1/2012.**

**A MOTION was made, seconded and unanimously carried to approve the Open Public Hearing Minutes 11/1/2012.**

**A MOTION was made, seconded and unanimously carried to approve the Open Public Hearing Minutes 11/1/2012 (second open hearing held after the regular meeting of 11/1).**

#### **Financial Report:**

The following reports were reviewed for information:

- Expense Report – November 2012: Chief Doerflinger reported that this report did not include payroll; as pay will be processed on 11/16/12 to include 11/15.
- Transport Billing – October 2012: Removed from agenda
- Revenue Report – October 2012: Chief Doerflinger reported that this report includes the judgment settlement from the impaired investment.
- Cash Balance & Reconciliation – October 2012:

#### **Correspondence:**

- Thank You – Deputy Chief Cowan: Chief Doerflinger read the thank you card to the Board of Fire Commissioners.

- Thank You – Firefighter Graziani: Chief Doerflinger read the thank you letter to the Board of Fire Commissioners.

**Meetings:**

- City Council Meeting 11/5/12: Chief Doerflinger reported that he attended this meeting and the council adopted a revised fee schedule, specifically our portion.
- Citizen Advisory Committee Meeting 11/7/12: Chief Doerflinger reported that the Committee met and discussed the history of the CAC, funding, levy impacts and set goals for the next meeting.
- Citizen Advisory Committee Meeting 11/14/12 (taken out of order): Chief Doerflinger reported that the Committee reviewed reliability statistics, expense history, cost to homeowners, election history and concluded with a split recommendation to be discussed further during business under Excess Levy.
- No Secrets Symposium 11/13-14/12: Deputy Chief Cowan reported that he, Chief Doerflinger and Firefighter Knowles attended the symposium and noted that each year the symposium gets better.
- Exit Interview 11/15/12: Chief Doerflinger reported that Commissioners Walls and VanRuff attended the Exit Interview and the district received another audit without any issues.
- King County Fire Commissioners Meeting (not on agenda): Commissioner Walls informed the Board that the next meeting is scheduled for November 28<sup>th</sup>.

**Public Comment:**

- Bruce Zahradnik

**Business:**

- Washington Survey & Rating Bureau: Deputy Chief Cowan distributed information regarding the Volunteer Firefighter Program for the Board's review and explained that the District is working diligently to have Stations 84 and 85 validated by developing the Volunteer Program. It was stated that possibly in December, a firefighter could be assigned to day shift to oversee and manage the program. It is the intent of the district to maintain this rating, so as not to affect homeowner's insurance rates. The Board of Fire Commissioners agreed that Deputy Chief Cowan should proceed forward with the plan to further develop the Volunteer Program.

- **Resolution R-2012-018 Annual Property Tax Resolution for 2013: A MOTION was made, seconded and unanimously carried to approve Resolution R-2012-018 Annual Property Tax Resolution for 2013.**
  
- **Excess Levy (added to agenda):** Chief Doerflinger summarized where the CAC left off and reported that the Committee agreed to run a levy in the amount of 1.5 Million per year. The Committee was split between 3 and 4 years for the duration. Discussion took place amongst the Board members and public comment was allowed.

Deputy Chief Cowan excused himself from the meeting.

**Public Comment:**

- Bruce Zahradnik
- David Fields
- Brad Doerflinger
- PJ Knowles

Deputy Chief Cowan returned to the meeting.

- **Excess Levy (continued): A MOTION was made, seconded and unanimously carried to approve running an excess levy in April 2013 for 1.5 Million per year for 3 years.**

**Personnel**

Career/Volunteer Staff:

- Deputy Chief Cowan reported that there are currently 2 employees on Long Term Disability and 1 employee working light duty. One Volunteer Firefighter will be returning to the District. Firefighter Cary McCormick was accepted into the National Fire Academy. Lieutenant Lewis and Firefighter Graziani have also applied to the National Fire Academy.
- Deputy Chief Cowan reported that he will be the Chairman of the Zone 3 Operations Chiefs Committee for 2013 and will need Administrative Assistant Christine Knight to assist throughout the year.

**Operations:**

**Training**

- Deputy Chief Cowan distributed a Memo from Captain Whitmore outlining current training events.

**Incidents**

- Deputy Chief Cowan reported that there have been 107 calls since the last meeting, 73% of those calls were EMS calls. Calls are up 9.2% from last year. Mutual Aid was received 43 times this year and given 98 times this year. Deputy Chief Cowan also reported on a Semi Truck Fire, Highway 18 Incident and a Hazmat call in Hobart.

**Support Services:**

- Fire Marshal's Office: Deputy Chief Cowan reported that the District has received another \$15,000 in impact fees.
- Public Education: nothing to report.

**Apparatus and Equipment**

- Tender: Deputy Chief Cowan reported that the tender is shipping in the next day or two.
- Aid Car: Deputy Chief Cowan reported that advertising for bids will begin on November 27<sup>th</sup>.
- Capital Projects: Deputy Chief Cowan reported that the compressor is due here in December and the SCBA upgrade is proceeding.

**Facilities:**

- Station 86: Chief Doerflinger reported that Station 86 was broke into and two generators and 4 tires were taken. A police report was filed today. The value was not worthy of filing an insurance claim.

**Events:**

- Jerry Woods Holiday Engine: Chief Doerflinger reported that if the Board is interested in participating to contact Gordy Plett.
- Annual Awards Banquet (not on agenda): Deputy Chief Cowan reported that the Union has historically contributed a large amount of money to host this event and asked the Board for their consideration in funding the majority of the costs for this event; as it is a District Event to reward personnel. Following discussion amongst the Board Members and Firefighter Knowles, a **MOTION was made to fund up to \$2,500 toward the banquet, SECONDED and passed 4 to 1. 1 commissioner abstained from voting.**

**Public Comment:**

- none

**A MOTION was made, seconded and unanimously carried to approve vouchers #11055 through #11083 for \$26,502.31; #11084 through #11086 for \$712.72.**

With no further regular business before the Board, the meeting was adjourned to Executive Session at 7:55 p.m. for approximately 15 minutes.

*RCW 42.30.140(4)(a) Collective bargaining sessions with employee organizations, including contract negotiations, grievance meetings, and discussions relating to the interpretation or*

*application of the labor agreement.*

**The Executive Session ended at 8:10 p.m. and the regular meeting was resumed.**

**A MOTION was made, seconded and unanimously carried to allow a 1 year Leave of Absence for any firefighter currently testing with South King Fire & Rescue.**

With no further regular business before the Board, **A MOTION was made, seconded and unanimously carried to close the meeting at 8:15 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