



Maple Valley Fire and Life Safety

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

Document 12-033

Minutes of the Regular Meeting of the Board of Fire Commissioners, December 6, 2012

Attending: Commissioners DeBay, McGee, Scott, Walls and VanRuff; Fire Chief Doerflinger; Deputy Fire Chief Cowan; District Secretary Michele de Leon; Firefighters Jon Graziani, Rich Rock; Amanda MacDonald; Warren Iverson.

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

Amendments to the Agenda: Added City of Maple Valley Ordinance to Correspondence.

Minutes:

A MOTION was made, seconded and unanimously carried to approve the Public Hearing Minutes of 11/15/2012.

A MOTION was made, seconded and unanimously carried to approve the Regular Meeting Minutes of 11/15/2012.

Financial Report:

The following reports were reviewed for information:

- Expense Report – ½ December 2012
- Transport Billing – October 2012
- 2013 Certified Tax Roll Worksheet: Chief Doerflinger distributed the Certified Tax Roll Worksheet and Revenue Calculations for 2013.
- Impact Fees: Chief Doerflinger distributed a summary of impact fees billed and collected.

Correspondence:

- Liz Loomis Public Affairs: Chief Doerflinger reported that he had received a letter offering assistance with the excess levy. The Board asked that Chief Doerflinger arrange a presentation from Liz Loomis at the next board meeting if possible.
- Covington Chamber of Commerce: Chief Doerflinger reported that he received this invitation for the Board – 2013 Auction Dinner.
- Thank You – Amanda MacDonald: Chief Doerflinger read the thank you card to the Board.
- Thank You- Maple Valley Presbyterian Church: Chief Doerflinger reported that several thank you cards were received from the Presbyterian Church.

- Thank You – MDA Fill the Boot: Chief Doerflinger reported that Jason Fox coordinated this event and over \$9,000 was received for the MDA.
- Thank You – Tricks or Trucks: Chief Doerflinger read the thank you card for Firefighter Knowles.
- City of Maple Valley Ordinance (added to agenda): Chief Doerflinger reported that the Brandt Property has been re-zoned to service commercial, allowing buildings up to 85 feet tall.

Meetings:

- Resident Meeting 11/28/12: Deputy Chief Cowan reported that he met with the Residents to review the program goals and introduce Kelley Jensen; who will be in charge of this program.
- Holiday Lights 12/5/12: Deputy Chief Cowan reported that he attended this event and it was an overall success.
- Community Service Area (CSA): Chief Doerflinger reported that he attended this meeting and fielded questions from the public. In addition, it was noted that the King County Roads Division will be downsizing by approximately 200 employees by 2014. Snow removal and road maintenance services will be impacted starting in the winter of 2013/2014.
- King County Fire Commissioners Meeting (not on agenda): Commissioner Walls attended this meeting and reported that the annual awards banquet is scheduled for January 25th. Items of discussion were the Jim Jiggs award, NAEFO and Legislative Day.

Public Comment:

- Warren Iverson

Business:

- Safe Deposit Box Authorization: Office Manager de Leon asked the Board for a motion to update the signatures on the Safe Deposit Box at Key Bank. **A MOTION was made, seconded and unanimously carried to remove Timothy Lemon and Faye Barker from the authorized signature list and add Christine Knight and Ingrid Fine.**
- Resolution R-2012-019 Declaration of Surplus Equipment: **A MOTION was made, seconded and unanimously carried to approve Resolution R-2012-019 Declaration of Surplus Equipment.**
- Station 86 Sale: Chief Doerflinger stated that this item would be discussed in Executive Session. Commissioner DeBay recused himself from this discussion; as there is a conflict of interest.

- Excess Levy Brochure: Chief Doerflinger distributed copies of the draft Excess Levy Brochure for the Board's review. Following discussion and outlining a few minor changes to be incorporated, it was determined that Chief Doerflinger would provide this to the PDC for review prior to distribution.
- Chief's Evaluation: Chief Doerflinger distributed copies of the Chief's Evaluation Form for the Board's input.

Personnel

Career/Volunteer Staff:

- Deputy Chief Cowan reported that two firefighters are on Long Term Disability, One firefighter on Sick Leave for 30 days and One on Light Duty. Two employees are scheduled to return the 9th and 11th of December. In addition, Deputy Chief Cowan asked for and received concurrence from the Board to assign Kelley Jensen to day shift as an acting lieutenant to work on the Volunteer Firefighter Program.

Operations:

Training

- Deputy Chief Cowan reported that the Firefighters are wrapping up end of year training. The Succession Planning Meeting is scheduled for December 20th at 1:30 – Station 80 if any of the board members would like to attend.

Incidents

- Deputy Chief Cowan reported that there have been 142 calls since the last meeting, 77% of those calls were EMS calls. Calls are up 8.6% from last year. Mutual Aid was received 39 times this year and given 103 times this year. Deputy Chief Cowan also reported on a stolen car fire, CPR save and loss and two house fires.

Support Services:

Fire Marshal's Office

- Deputy Chief Cowan reported that Mike Holder is almost finished with inspections.

Apparatus & Equipment

- The Rescue Vehicle is at Station 86 waiting for MDC install before being put into service. The new Tender is on its way to US Fire and should be in service within a few weeks.

Events:

- Jerry Woods Holiday Engine: Deputy Chief Cowan reported that the first weekend was a success and raised a lot of money and food.

- Maple Valley Foodbank Collection: Deputy Chief Cowan reported that Firefighter Plett has been at Walmart in Covington with the Engine collecting food for the food bank.

Public Comment:

- Warren Iverson

A MOTION was made, seconded and unanimously carried to approve vouchers #12001 through #12073 for \$105,556.85; #12074 through #12079 for \$52,982.53; Payroll for \$152,364.87; Payroll Taxes for \$31,282.78; Retirement for \$27,327.13; Deferred Comp for \$7,448.50.

With no further regular business before the Board, the meeting was adjourned to Executive Session at 7:30 p.m. for approximately 15 minutes.

RCW 42.30.110(1)(c) To consider the minimum price at which real estate will be offered for sale or lease when public knowledge regarding such consideration would cause a likelihood of decreased price.

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 7:45 p.m. and the regular meeting was resumed.

A MOTION was made to hire Mark DeWitt to sell Station 86 and establish a listing price of \$300,000, SECONDED and passed 4 to 1. 1 commissioner abstained from voting.

A MOTION was made to approve the MOU amending promotional standards as outlined in Article 34 of the contract, SECONDED and unanimously passed.

With no further regular business before the Board, **A MOTION was made, seconded and unanimously carried to close the meeting at 7:46 pm.**

Chairperson William VanRuff

Commissioner Mike Scott

Commissioner Gabriel DeBay

Commissioner Camille Walls

Commissioner Brian McGee

Michele de Leon, District Secretary