



Maple Valley Fire and Life Safety

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

Document 16-005

Minutes of the Regular Meeting of the Board of Fire Commissioners, March 24, 2016

Attending: Commissioners Bodlovic, Herbert, MacIvennie; Chief Doerflinger; Deputy Chief DiDonato; Battalion Chief Whitmore, Lieutenant Graziani; Office Manager de Leon, Deputy Chief Walgren, Sign in Sheet Attached.

Excused Absence: Commissioner Camille Walls and Bill VanRuff

Pledge of Allegiance

Commissioner Herbert called the regular meeting to order at 6:00 p.m.

Swear In: Commissioner Herbert swore in newly promoted Battalion Chief Whitmore and Lieutenant Graziani. The meeting recessed for 35 minutes for refreshments and photos.

The meeting reconvened at 6:45 pm.

Amendments to Agenda: Added out of state travel to Business.

Minutes:

A MOTION was made, seconded and unanimously carried to approve the Regular Meeting Minutes of 2/18/2016.

Financial Report:

The following reports were reviewed for information:

- March Overtime Summary
- March Expense Summary
- January Cash Balance & Reconciliation
- January Revenue
- February Cash Balance & Reconciliation
- February Revenue
- February Transport Billing
- Impact Fees

Correspondence:

- None

Meetings:

- Operations Chiefs Meeting: Deputy Chief DiDonato reported on the meeting topics, specifically Zone 3 Hazmat dispatch protocol. Deputy Chief DiDonato also

informed the Board of Commissioners that the Officers Meeting is scheduled for March 25th.

- Northwest Leadership Conference: Chief Doerflinger reported that he, Deputy Chief DiDonato and Commissioner MacIvennie attended the conference and commented on the excellent speakers. It has been determined that the 2017 Conference will focus on Risk Reduction featuring Gordon Graham as a speaker.

Public comment:

Business:

- Accounts Payable Authorization Signature Form Update: The Accounts Payable Authorization Signature Form was updated to remove Deputy Chief O'Brien and add Deputy Chief DiDonato. All members are required to re-sign the updated form.
- Resolution R-2016-003 Auditing Officer: **A MOTION was made, seconded and unanimously carried to approve Resolution R-2016-003 Auditing Officer.**
- AG 43-1009 Voucher Certification & Authorization: AG 43-1009 Voucher Certification & Authorization was updated and now enters the two week review period.
- Fire Benefit Charge – Equivalency Rate: Chief Doerflinger distributed a packet of information for the Boards review regarding the equivalency rate for the FBC. Chief further explained the differences between \$1.85 and \$1.78. Also, that the \$0.07 cents from the 2004 bond measure will continue to be collected for an additional 6 years and that the \$0.07 would be in addition of the \$1.85 or \$1.78. Based on the average home in the District being \$360,000, the average increase to \$1.78 would be about \$65 a year. Chief Doerflinger reported that a decision needs to be made to establish the first year rate tonight, so a press release can be done tomorrow. Chief Doerflinger stated that the rate should only apply to the first year at this point, until a new Chief takes office in 2017 and develops an updated Long Range Plan, identifying future budget needs. Commissioner Walls contacted Chief earlier today via email to confirm she agreed with the recommended 1.78 rate. The board of commissioners concurred with the 1.78 rate.
- Surface Water Management Fees: Chief Doerflinger explained the history of Surface Water Management Fees and the discussions and negotiations that have taken place over the past couple of years. The District received an email stating we owed \$114,000 for water surface fees in 2014. In 1996 Chief VanZanen made an agreement with Ron Sims that we would not pay surface water fees and in turn we would not charge them fire protection fees. In 2014 Chief Doerflinger located a letter from Chief VanZanen confirming the agreement and presented it to Ken Guy, Director of King County Finance. Chief Doerflinger and the District's attorney Joe Quinn worked towards a settlement with King County

through their attorney, but were unable to come to an agreement. Recently Chief Doerflinger attempted to reach Ken Guy but has yet to hear back. Commissioner Bodlovic would like to seek resolution and suggested that we bill for fire protection services. Chief Doerflinger will continue to reach out to King County and seek resolution of the issue.

- Out of State Travel (added to agenda): The Board authorized out of state travel for Lieutenant Drew Erickson. **A MOTION was made, seconded and unanimously carried to authorize the district to send personnel out of state without seeking Board Authorization, if travel has been approved during the budgetary process.**

Personnel:

Career/Volunteer Staff

- L & I Report: Deputy Chief DiDonato reported that currently 4 personnel are on disability, 3 of which are on light duty at the time and one in the work hardening program to return to duty.
- Buckley Volunteer Academy Update: Deputy Chief DiDonato reported that we started with 10 recruits and are now down to 8 remaining in the academy.

Operations:

Training

- Zone 3 Fire Explorer Annual Report: Deputy Chief DiDonato reported that Lieutenant Graziani runs the Explorer Program for the Maple Valley contingent and we currently have 11 explorers from our community. In addition, Firefighters Plett, Knowles, McCormick, Goll and Lieutenants Lercher and Bingaman assist with the program. Deputy Chief DiDonato will bring the Annual Report to the next meeting.

Incident Report

- 3/11 Fatality MVA, SR18 @231st (A Shift)
- 3/19 Roof Fire, 22008 SE 277 (B Shift)

Support Services:

Fire Marshal's Office: nothing to report

Public Education: Chief Doerflinger will present the Public Education Event Summary at the next meeting.

Apparatus & Equipment

- Engine/Tender sale update: Deputy Chief DiDonato reported that the Pumper Tenders were sold and transferred to the new owners.

Facilities: nothing to report.

Events: Banquet March 5, 2016

Public Comment:

Vouchers:

A MOTION was made, seconded and unanimously carried to Approve the following:

2/29/16 Admin Special Review #02102 for \$3,194.22 (General Fund)
Review #02103 for \$7,393.99 (Capital Fund)

3/15/16 Review #03001 through #03035 for \$112,632.36 (General Fund)
Review #03036 through #03038 for \$3,538.89 (Capital Fund)
Review #03039 through #03059 for \$4,754.49 (General Fund)
Review Payroll for \$180,483.56
Review Retirement for \$45,690.59
Review Payroll Taxes for \$44,292.06

3/30/16 Review & Approve #03060 through #03116 for \$79,609.90 (General Fund)
Review & Approve #03117 through #03122 for \$24,218.72 (Capital Fund)
Review & Approve Payroll for \$191,427.24
Review & Approve Retirement for \$69,555.64
Review & Approve Payroll Taxes for \$47,802.96

Chief Doerflinger reported that he will send the press release to the Board Members in the morning before it goes public.

A MOTION was made, seconded and unanimously carried to Approve to close the meeting at 7:45 pm.

Chairperson Camille Walls

Commissioner Bill VanRuff

Commissioner Gordon MacIvennie

Commissioner Chris Bodlovic

Commissioner John Herbert

Michele de Leon, District Secretary