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**Summary Minutes of the Regular Board Meeting
September 22, 2016**

Commissioner Fay called the meeting of the Board of Fire Commissioners to order at 1900 hours. Commissioners Inman, Palumbo, Schaub, Schwartz, Wells, Woolery, and Willner were present. Commissioner Waugh and Commissioner Snyder were absent with prior notice.

GENERAL PUBLIC COMMENT

None

UNION COMMENT

None

CHIEF'S REPORT

Chief Meek briefly discussed items from the Chief's Report. (See Board Packet for more details).

DISTRICT 3 REGULAR BUSINESS

A. Consent Agenda Items:

- 1) The following vouchers were submitted for approval:
- a) MFD General Fund #1609036-1609058; (\$31,643.19)
 - b) MFD General Fund #1609059-1609064; (\$6,741.98) - new
 - c) ECFSS General Fund #1609020-1609037; (\$12,404.85)
 - d) ECFSS General Fund #1609038-1609043; (\$1,001.42) - new
 - e) MFD Healthcare Fund #1609002; (\$2,553.00)
 - f) MFD Healthcare Fund #1609003-1609004; (\$54,392.61) - new

MOTION: Commissioner Woolery moved and Commissioner Inman seconded to approve the consent agenda including the new vouchers presented that evening. On vote, **Motion Carried 4/0**

DISTRICT 7 REGULAR BUSINESS

A. Consent Agenda Items:

- The September 30, 2016 regular pay was submitted in the amount of \$669,560.84.
- Vouchers #1058-16 through #1117-16 in the amount of \$229,328.76 were submitted.

MOTION: Commissioner Willner moved and Commissioner Palumbo seconded to approve the consent agenda items as presented. On vote, **Motion Carried 4/0**

JOINT MEETING AGENDA

A. Secretary's Report on Correspondence: None

B. Approval of Minutes

- 1) ***Approve Regular Joint Meeting Minutes of September 8, 2016***

MOTION: Commissioner Wells moved and Commissioner Schaub seconded to approve the regular joint meeting minutes of September 8, 2016. On vote, **Motion Carried 7/0/1 Commissioner Palumbo abstained.**

1 **C. Merger Update**

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3 1) *Merger Process & Timeline*: None

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5 **D. Assignment of Interest of District 5 Contract to District 7**

6 Chief Meek requested to have board vote to approve the contract with District 5.

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9 **MOTION:** Commissioner Palumbo moved and Commissioner Wells seconded to approve the Assignment of
10 Interest of District 5 Contract to District 7 On vote, **Motion Carried 8/0**

11
12 **E. Interlocal Agreement with City of Monroe for Fire Prevention / Fire Investigation Services**

13 Chief Meek briefly presented the fire investigation services and Fire Prevention Interlocal Agreements. He
14 also presented the Resolutions that had been adopted by the City of Monroe to transfer the real property to
15 Snohomish County Fire District #7's name. Chief Guptill presented the Fiber Optic Agreement transferring
16 it to Snohomish County Fire District #7's name as well. Chief Meek requested to have the Board authorize
17 him to continue to negotiate the ILA's, Resolutions and the Fiber Optic Agreement with the Mayor and
18 bring them all back for Board approval at a later meeting.

19
20 **MOTION:** Commissioner Palumbo moved and Commissioner Wells seconded to authorize the Chief to
21 negotiate with the City of Monroe for Fire Prevention / Fire Investigation Services Contract, Transfer of Real
22 Property Resolutions and the Fiber Optic Agreement On vote, **Motion Carried 8/0**

23
24 **F. Dissolution of ECFSS / District 7 Assume**

25 Chief Guptill presented the documents drafted by Rich Davis to dissolve ECFSS consisting of a
26 Resolution to be signed by District 3, an interlocal agreement between District 3 and District 7 and
27 a letter to be accepted by both District's to send to all the agency partners notifying them of the
28 name change.

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31 **MOTION:** Commissioner Woolery moved and Commissioner Schwartz seconded to approve the Resolution
32 2016-11 On vote, **Motion Carried 4/0**

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34 **MOTION:** Commissioner Palumbo moved and Commissioner Wells seconded to approve the Interlocal
35 Agreement between District 3 and District 7 On vote, **Motion Carried 8/0**

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38 **MOTION:** Commissioner Palumbo moved and Commissioner Schaub seconded to approve the letter to the
39 partner agencies On vote, **Motion Carried 8/0**

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43 **G. Future Board Meetings – Day, Time and Location**

44 Chief Meek spoke with both Commissioner Snyder and Commissioner Waugh via email in regards to the
45 discussion of changing the meeting dates, times and locations. They both approved the decision to change
46 the board meetings to the 1st and 3rd Tuesday of each month at 7 p.m. The 1st Tuesday meeting being held
47 at ST 71 and the 3rd Tuesday meeting being held at ST 31. Chief Silva informed the Board they would bring
48 a Resolution to the next meeting for approval. The new schedule will take effect for the 1st November
49 meeting in order to provide adequate notice to the public.

50
51 **MOTION:** Commissioner Willner moved and Commissioner Wells seconded to approve the Day, Time and
52 Location Change of Future Board Meetings On vote, **Motion Carried 8/0**

1 **H. Contract for single Medical Program Director – Dr. Tally**

2 Chief Dorsey presented the contract to the Board for Dr. Tally to become the District Medical
3 Program Director beginning January 1, 2017. Dr. Tally will hold monthly run review, a quarterly
4 BLS run review. He will also participate on various ride a long's.

5
6 **MOTION:** Commissioner Schaub moved and Commissioner Woolery seconded to approve the
7 Contract with Medical Program Director, Dr. Tally On vote, **Motion Carried 7/0/1.** Commissioner
8 Schwartz abstained due to the belief this should be a District 7 only vote on a District 7 contract with
9 the Medical Program Director.

10
11 **I. Sale of Ladder Truck – District 7 Business**

12 Chief Meek informed the Board that Leavenworth District 3 has expressed interest in purchasing the
13 Ladder Truck that will be going up for sale. He mentioned that Leavenworth is a District in need and
14 would like to request the Board to deviate from their normal procedures when selling apparatus by
15 allowing the Chief to negotiate with Leavenworth and bring a proposal back to the Board.

16
17 **MOTION:** Commissioner Schaub moved and Commissioner Willner seconded to deviate from the
18 standard policy and allow the Chief authority to negotiate and bring a proposal back to the Board On
19 vote, **Motion Carried 4/0**

20
21 **J. Tenant Improvements at new Administration Building**

22 Chief Guptill presented information in regards to tenant improvements that are going to be necessary at
23 the new Administration Building. The first priority is building a demising wall and modifying DSHS's
24 access door. He is planning to bring a proposal to the Board to complete this phase soon. Chief Guptill
25 also obtained an estimate for the tenant improvements, consisting of managing the office design,
26 permits, construction and architectural engineering of the project. Chief Meek and Chief Guptill are
27 looking to obtain a 2nd bid, but asked the Board to approve this project with a budget cap of \$17,000
28 plus tax.

29
30 **MOTION:** Commissioner Inman moved and Commissioner Wells seconded to approve the tenant
31 improvements of the new Administration Building with a budget cap of \$17,000 plus tax (if tax was not
32 included in the initial estimate) On Vote, **Motion Carried 8/0**

33
34 **Joint Commissioner Committee Reports**

35
36 **1) Joint Fire Board with Mill Creek (Palumbo / Fay / Woolery)**

37 Commissioner Palumbo presented the status of the Mill Creek contract. Commissioner Fay noted
38 that they are planning to take their time in order to make a good decision for the District. The
39 current contract is valid through 2017. They are planning a follow up meeting.

40
41 **2) Safety Committee (Fay, Schaub, Inman): (See Board Packet for more details.)**

42
43 **3) Capital Facilities Committee (Willner / Palumbo / Snyder):**

44
45 - **Fales Rd Project**

46 Chief Meek informed the Board that they are continuing with building design and cost
47 estimates.

48 - Brief discussion on the TDA's footprint at ST 72. The crews are working to make the current
49 bay doors work while the Board decides on the long term solution.
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K. Other Meetings Attended:

- 1) **SNOPAC/SNOCOM** (Waugh): Chief Guptill mentioned that there are some issues between the two boards, but they are hopeful they will come to an agreement shortly. See Board Packet for more details.
- 2) **Sno-Isle Commissioner Meeting**: October 6, 2016 Sno-Isle Board meeting will be at District 15.


L. Executive Session

District 3 and District 7 Commissioners went into Executive Session for fifteen (15) minutes to discuss the Staff Contract per RCW 42.30.140 (4) (a) at 8:01 p.m.

Regular Session resumed at 8:20 p.m. with no action.


The meeting was adjourned at 8:21 pm by Commissioner Wells.

Snohomish County Fire District #3



Jamie Silva
CFO/District Secretary

Snohomish County Fire District #7



Camille Tabor
Secretary of the Board