

**Summary Minutes of the Regular Board Meeting
April 4, 2017**

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

There following additions to the Agenda were made:

- Consent Agenda B: Additional Payroll to approve in the amount of \$3,970.81
- Action B: Healthcare bill paid in error in 2015

GENERAL PUBLIC COMMENT: None

UNION COMMENT:

A. IAFF Local 2781: Michael McConnell commented on the Peer Support Group being recently put in place and informed the board about the group and the interview process. Commissioner Fay thanked the union and the district for sending him to the camp and found it to be a valuable opportunity.

PUBLIC HEARING / FIRE LEVY LID LIFT FOR 2018:

Commissioner Snyder opened the public hearing. Chief Meek expressed the staff's interest in moving forward with the levy lid lift for 2018. He noted the Districts goals and tied it along with the strategic plan to the need for the lid lift. Chief Silva presented a brief summary of the forecasting model and all of the Districts funds. He discussed 1% commissioner growth assumptions, a 2% assumption growth for new construction, and a 5.86% growth assumption for Property Re-evaluation. He noted additional staffing needs and showed the cash effects of removing the 2018 \$1.50 lid lift if not passed.

CHIEF'S REPORT

Chief Meek briefly discussed items from the Chief's Report.

CONSENT AGENDA

A. Board for Volunteer Firefighters: None.

B. Voucher Approval:

Vouchers #823-17 through #918-17 in the amount of \$369,878.67 was submitted for approval.

C. Payroll Approval:

- The March 31, 2017 regular pay was submitted in the amount of \$988,283.23
- The March 31, 2017-Batch 2 regular pay was submitted in the amount of \$3,970.81

D. Secretary's Report on Correspondence: None

E. Approval of Minutes

- 1) Approve Regular Meeting Minutes of March 21, 2017

MOTION: Commissioner Schwartz moved and Commissioner Schaub seconded to approve the above consent agenda items for vouchers, payroll and minutes. On vote, **Motion Carried 8/0**

DISCUSSION ITEMS

A. Review Policies: None to review

1 **B. Resolution 2017-3 Convenience Fees:**

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3 Chief Meek noted that the District has extended the outdoor burn permitting to East of Hwy 9 but limited the
4 sales of the permit to Station 31. A couple customers have been frustrated at having to drive to Monroe for the
5 permit in addition to the CPR class fees. The District engaged in a couple credit card agencies to allow for credit
6 card payments so that citizens may have other payment options. There was discussion regarding the convenience
7 fee of \$6. Staff recommends a smaller fee of a \$1 for a \$25 purchase.
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10 **MOTION:** Commissioner Woolery moved and Commissioner Schaub seconded to move this to an action item
11 and to change it to a \$1 fee to approve Resolution 2017-3 Convenience Fees.

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13 Commissioner Wells questioned on the process for online payments of burn permits. Heather Chadwick
14 commented that the process is still a work in progress, but a message would be sent to the District once it was
15 decided.

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17 Commissioner Schwartz noted a grammar correction in the first Whereas paragraph, second line where is should
18 state "to accept debit and credit card payments for certain types...".

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20 On vote, **Motion Carried 8/0**

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22 **C. Resolution 2017-4 Appointing Agent for Receipt of Claims for Damages:**

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24 Chief Silva noted this it is required by law to have this on the website and it was believed the Secretary
25 of the Board to be the Claims Agent for the District

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27 **MOTION:** Commissioner Fay moved and Commissioner Wells seconded to move this to an action item and to
28 approve Resolution 2017-4 Appointing Agent for Receipt of Claims for Damages. On vote, **Motion Carried 8/0**

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30 **ACTION ITEMS**

31 **A. Approve Policies 11, 16-20**

32
33 **MOTION:** Commissioner Willner moved and Commissioner Schaub seconded to approve Policies 11, 16-20.
34 On vote, **Motion Carried 8/0**

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36 **B. Healthcare bill paid in error from 2015**

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38 Chief Silva noted that as part of the former Fire District 3's self-insured healthcare program an audit is required
39 every three years. A result of the recent audit, \$11,508 was paid in error as it was not a covered treatment under
40 the plan. He noted options to the board such as hiring a lawyer and go after the doctor, CAS, or the employee.
41 It is believed the Third Party Administrator should have been responsible for this error, a letter should be
42 addressed to them requesting they cover this error.
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45 Brief discussion took place and the commissioners directed staff to follow up with CAS and to copy Shannon
46 Stuber the State of Washington Risk Manager for Self-Insurance.

47 **COMMISSIONER COMMITTEE REPORTS**

48 **A. Joint Fire Board with Mill Creek:** Meeting with them Thursday to present a financial package to be
49 discussed further in executive session.

50 **B. Union Negotiations:** Chief Meek noted that they've been meeting with the union sub-committees
51 following the last labor negotiations and tentatively set April 12th as the next negotiation date but both
52 sides agreed to bump that out a week or so.
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1 **C. OTHER MEETINGS ATTENDED**

2 1) **Sno-Isle Commissioner Meeting:** Next meeting is Thursday April 6th in Oak Harbor with the
3 program on the Board for Volunteer Firefighters.
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5 **CALL ON BOARD** None
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7 **ATTENDANCE CHECK**

8 All board members in attendance noted they would be available for the April 18, 2017 Regular Board Meeting.
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10 **EXECUTIVE SESSION (RCW 42.30.110(1)(f) and RCW 42.30.110(1)(d))**

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12 The Commissioners went into Executive Session at 7:47 for thirty (30) minutes regarding an employee issue
13 per RCW 42.30.110(1)(f) and to discuss the Mill Creek Contract per RCW 42.30.110(1)(d). Another fifteen (15)
14 minutes was requested and then an additional five (5) minutes.
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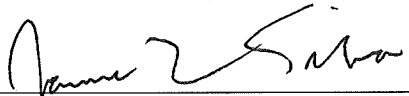
16 Regular session resumed at 8:37 p.m. with the following action:
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18 **MOTION:** Commissioner Woolery moved and Commissioner Inman seconded to approve a one year leave of
19 absence for Kirk Dunham. On vote, **Motion Carried 8/0**
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22 **MOTION:** Commissioner Woolery moved and Commissioner Wells seconded to authorize the hiring of a third
23 firefighter conditionally for 365 days; dependent upon financial impacts and conditions and/or the return or non-
24 return of the employee taking a one-year leave of absence. On vote, **Motion Carried 8/0**
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26 The meeting was adjourned at 8:43pm by Commissioner Snyder.
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28 **Snohomish County Fire District #7**
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32 Jamie Silva
33 Secretary of the Board
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