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**Summary Minutes of the Regular Board Meeting
April 18, 2017**

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

There following additions to the Agenda were made:

- Consent Agenda A: An additional Voucher was added to approve in the amount of \$117,063.02
- Correction on the Minutes to the ending voucher number on Page 1 line 34

GENERAL PUBLIC COMMENT:

Tracy Hale from the Index School District stopped by to thank the District for servicing its school buses in the past. They requested that the District consider keeping them as a customer. Commissioner Waugh noted that we have not yet been officially notified and will get back to her once notified to address that.

UNION COMMENT: None

PUBLIC HEARING / FIRE LEVY LID LIFT FOR 2018:

Commissioner Waugh opened the public hearing. No one present requested the presentation.

MOTION: Commissioner Snyder moved and Commissioner Wells seconded to close the Public Hearing. On vote, **Motion Carried 9/0**

CHIEF'S REPORT

Chief Meek briefly discussed items from the Chief's Report. May 2 at the next meeting the new hire candidates will be introduced to the Board.

CONSENT AGENDA

A. Board for Volunteer Firefighters: None.

B. Voucher Approval:

- Vouchers #919-17 through #1088-17 in the amount of \$421,696.63 was submitted for approval.

C. Payroll Approval:

- The April 14, 2017 regular pay was submitted in the amount of \$613,073.15

MOTION: Commissioner Willner moved and Commissioner Sndyer seconded to approve the above consent agenda items for vouchers, and payroll. On vote, **Motion Carried 9/0**

D. New Voucher #1089-17 in the amount of \$117,063.02 was submitted for approval for the Pumper.

MOTION: Commissioner Sndyer moved and Commissioner Schwartz seconded to approve the above consent agenda item for the new voucher. On vote, **Motion Carried 9/0**

E. Secretary's Report on Correspondence: None

F. Approval of Minutes

- 1) Approve Regular Meeting Minutes of April 4, 2017 with the correction to the ending voucher number of the voucher range on Page 1 line 34.

MOTION: Commissioner Sndyer moved and Commissioner Willner seconded to approve the above consent agenda items for minutes. On vote, **Motion Carried 8/0, Commissioner Waugh abstained due to his absence at this meeting.**

1 **DISCUSSION ITEMS**

2 **A. Review Policies #21-23**

3
4 Chief Silva noted that the Policy Committee reviewed policies 21-25. Policy 24 was sent back to the program
5 manager and Policy 25 was recommend to rescind. It was requested that any comments or changes that they be
6 sent to Chief Silva before the next meeting to incorporate for action item at the next meeting.

7
8 **ACTION ITEMS**

9 **A. Rescind Policy 25**

10
11 It was recommended by Commissioner Waugh noted that this policy was enacted as a general comment
12 to energy conservation and that the policy should remain in effect but to remove items numbered 1-4
13 as it is believed these are procedure rather than policy. This was removed as an action item for this
14 meeting and will be brought back to the committee for consideration.

15
16 **B. Approve Resolution 2017-5 Expense Levy Lid Lift**

17
18 **MOTION:** Commissioner Fay moved and Commissioner Willner seconded to approve Resolution 2017-5
19 Expense Levy Lid Lift.

20
21 Commissioner Schwartz noted that he had a concern for the language and in succeeding years that sets the rate
22 at \$1.50 per \$1,000. Commissioner Waugh noted that this language was required per the County. Chief Meek
23 noted that if the verbiage “and in succeeding years” is not included on the resolution, at the end of the first year
24 it goes back to the old levy rate essentially making it a one year lift. Further discussion took place surrounding
25 the language in the first paragraph regarding “This proposition would authorize the District to set and maintain
26 the regular property tax levy...for 2017” and how it’s valuated and interpreted.

27
28 On vote, **Motion Carried 9/0**

29
30 **C. Award bid for Tenant Improvements at the Administration Building**

31
32 Chief Guptill explained to the board that they posted the bid opening Wednesday where five bids were received.
33 The highest bid was from Kassel & Associates for \$530,712 and the lowest bid was from A to B Builders LLC
34 for \$310,377. The Facilities Committee met that evening and saw no reason to pass over the lowest bidder. A to
35 B Builders is a new company and has been in business since January. They are clean with the Better Business
36 Bureau and all their licenses appear to be in order. The District’s lawyer also confirmed that a bid cannot be
37 disqualified based on perception of experience level. It was noted that their construction schedule matches our
38 schedule.

39
40 He explained the Bid Option 1, 2, and 3 to include different window shading options. Option 1 is a shade system
41 contained within the panes of glass, Option 2 includes an electric photo cell dimming type of window shading
42 controlled by computer, Option 3 is for two smaller offices for pre-fab cabinets or furniture.

43
44 **MOTION:** Commissioner Sndyer moved and Commissioner Wells seconded to award the Administrative
45 Building Tenant Improvements Bid to A to B Builders, LLC for the bid amount of \$310,377.

46
47 It was noted that the Options would be later decided at the committee level. Discussion took place surrounding
48 the contract and project.

49
50 On vote, **Motion Carried 9/0**

51
52 **COMMISSIONER COMMITTEE REPORTS**

53 **A. Joint Fire Board with Mill Creek:** Executive session to discuss this contract.

- 1 **B. Finance Committee:** April 25th meeting at Station 31 from 2-4pm
2 **C. Union Negotiations:** After the last negotiation session they broke off into sub-committees to discuss
3 the dual role paramedic and the Health and Wellness portion. Next week they'll be scheduling the next
4 negotiation.
5 **D. Capital Facilities Committee:**
6 **a. Fales Rd:** Assistant Chief Guptill noted the District hadn't yet heard back from the Fire
7 Marshall's office. At the previous meeting it was noted that the District was being sent to the
8 back of the line again and the timeframe looked like late August to go to bid and possibly
9 waiting until next year due to weather. There were not that many significant items to be
10 addressed in the re-submittal so the District was hoping they'd reconsider. Hopefully by the
11 time the District hears back from the County, the District would be ready to go.
12 **b. Training Rental Property:** A commercial inspection was completed.

13
14
15 **D. OTHER MEETINGS ATTENDED**

- 16 **1) SNOPAC/SNOCOM:** Chief Guptill noted that both boards made progress on a merged dispatch
17 center.
18 **2) Regional Coordination:**
19 **3) Leadership Meeting:** Next meeting June 7th. At the last meeting there was a great presentation on
20 the Culmback Dam.
21 **4) Sno-Isle Commissioner Meeting:** Next meeting will be at District 8 Lake Stevens.

22
23 **CALL ON BOARD**

24 There's an email change that IT gave a handout on to transition servers.
25 Lt. Soderback will be having a flag lowering retirement ceremony April 27th at Station 74 and all commissioners
26 are invited to attend.
27 Lt. Beckham is graduating the Company Officers academy Friday at the Snoqualmie Ridge Golf Course.
28 Last Thursday Lt. Steinback had a baby boy.

29
30 **ATTENDANCE CHECK**

31 All board members in attendance noted they would be available for the May 2, 2017 Regular Board Meeting
32 with the exception of Commissioner Snyder.

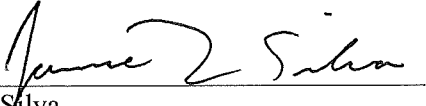
33
34 **EXECUTIVE SESSION (RCW 42.30.110(1)(d))**

35
36 The Commissioners went into Executive Session at 7:41pm for twenty (20) minutes regarding the Mill Creek
37 contract per RCW 42.30.110(1)(d). An additional five (5) minutes was requested.

38
39 Regular session resumed at 8:06 p.m. with no action as a result.

40
41 The meeting was adjourned at 8:07 p.m. by Commissioner Waugh.

42
43 **Snohomish County Fire District #7**

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45 
46 _____
47 Jamie Silva
48 Secretary of the Board
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