



REGULAR MEETING MINUTES – January 8, 2019

ATTENDEES: Commissioners Dennis Butterfield and Mike Norris, and Chief Bruce Kroon

MEETING CALLED TO ORDER: 5:30 pm by Chairman Mark Mitchell

LOCATION: Canyon Park Firehouse, Station 45 at 1608 217th PL SE, Bothell, WA.

The minutes from the regular meetings of November 13, November 27, and December 11, 2018 were approved as presented.

AGENDA REVIEW: *Add under New Business, Proposition 1 Radio Replacement.*

VISITOR COMMENTS: none.

REPORTS:

Fire Chief's Report: provided by Chief Bruce Kroon

- **Incidents:** none.
- **Apparatus/Equipment:** The air compressor at Station 45 will not easily accommodate an upgrade to the high pressure required by the new Scott SCBA's. There is some value to the compressor "as is"; Acting Battalion Chief Steve Craig can work with the board to surplus the unit.

The two new engines are in Bothell and expected to be completed in two weeks; there are plans for "Push In" ceremonies. One will be a public event at Station 42, and the other at Station 45 will be a low-key affair. The commissioners will be invited to both events.

- **Station 44:** none.
- **Personnel:** Battalion Chief Joe Krempf is returning from disability to light duty on January 21. ABC Craig will remain in his position until January 25 to facilitate the transition.

The three new recruits have completed the academy and working on shift. Our six new firefighter recruits started on January 7 and starting the fire academy January 14. We anticipate having them on shift in mid-May.

- **Other:** Chief Kroon continues to meet with Commissioner Mike Norris on the contract. He hopes to have a draft contract proposal to both the City and District's legal counsels for review by February 1.

The RFQ for a Project Manager for the stations rebuild closes today. The department plans to review applicants and announce a short list by January 18, have presentations the week of January 22, and choose the final candidate by January 28.

Commissioner Mike Norris mentioned that he noticed new placards on the rigs. Chief Bruce Kroon reports the reason for the new placards.

Contract Administration: none.

Commissioners' Report: none.
STATION #44, QUEENSBOROUGH
FIREHOUSE

P O BOX 881
BOTHELL WA 98041

PH: (425) 806-6242
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Secretary's Report: none.

OLD BUSINESS

- 1. District Property Records Policy (Ongoing):** Commissioner Dennis Butterfield reminds the board of some household audit items recommended by the auditors. Commissioners Norris and Butterfield agree that language regarding the District's inventory should be incorporated in the contract.
- 2. Fire Services Contract Re-negotiation:** Report provided by the Chief under Chief's report; Commissioner Norris reiterated what the Chief said about the contract. The board still needs to have a meeting with Brian Snure to go over the proposal.
- 3. District Audit:** Commissioner Dennis Butterfield provided a brief report on the audit exit conference under District Property Records Policy. Chairman Mark Mitchell received a packet of the audit report. **COMPLETED; REMOVE ITEM FROM AGENDA.**

NEW BUSINESS

- 1. 2019 Levy Lid Lift:** Commissioner Norris states that part of the contract is contingent on the District doing a lid lift and it passing; the District should do this for the August Primary election. Gabby will forward the election timeline to the commissioners. Commissioner Norris asked Chief Kroon for the department's assistance with the process, as they have done in the past.
- 2. Proposition 1 Radio Replacement:** With the prop passing, the District is entitled to replace their radios. Chief Kroon does not have a lot of information available tonight but will inquire more information and get back to the Commissioners. If this is true, Chief Kroon encourages the District to replace their radios but recommends purchasing the same radios that the City uses.

FINANCIAL STATEMENTS: none.

VOUCHERS: Commissioner Dennis Butterfield made a motion to approve the vouchers for, three thousand four hundred sixty-one dollars and seventy-two cents (\$3,461.72); Commissioner Norris seconded the motion; motion carried.

PAYROLL: Commissioner Dennis Butterfield made a motion to approve the payroll for, one thousand four hundred eight dollars (\$1,408.00); Commissioner Norris seconded the motion; motion carried.

COMMUNICATIONS: none.

Meeting adjourned at 6:55 pm.

Prepared and submitted by:



Gabby Diego
Administrative Assistant
Bothell Fire Department & SCFD 10