



**REGULAR MEETING MINUTES – February 26, 2019**

**ATTENDEES:** Commissioners Dennis Butterfield and Mike Norris

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

**LOCATION:** Queensborough Firehouse, Station 44 at 330 228<sup>th</sup> St. SW, Bothell, WA.

Meeting minutes from the regular meetings of January 22 and February 12, 2019 and from the special meetings of October 22 and December 21, 2018 were reviewed and approved as presented.

**AGENDA REVIEW:** none.

**VISITOR COMMENTS:** none.

**REPORTS:**

**Fire Chief's Report:** provided by Chief Bruce Kroon.

- **Incidents:** none.
- **Apparatus/Equipment:** The "Push In" ceremony for 8416 was held on Saturday; the ceremony was opened to the public. The ceremony for the engine at Station 45 will be more informal and for the department only.
- **Station 44:** none.
- **Personnel:** The department currently has 12 personnel on disability due to injuries/illnesses. We are moving staff between shifts to help balance schedules. Battalion Chief Joe Krempf is back on light duty.

One of the new recruits was recently terminated; we are moving forward with the remaining five recruits with graduation slated for mid-May.

- **Other:** Contract negotiations between the City and District is coming close to completion. Commissioner Mike Norris and Chief Bruce Kroon met yesterday to discuss details, and now wait for both legal counsels to review.

The City has selected OAC as the project management company for station rebuilds, and are now working on a preliminary contract to begin the planning process.

Chief Kroon apologized for not communicating about office closures with the Commissioners during the snow storm, and reassured them that they will be notified of all closures in the future..

**Contract Administration:** none.

**Commissioners' Report:** none.

**Secretary's Report:** none.

## OLD BUSINESS

1. **District Property Records Policy (Ongoing):** none.
2. **Fire Services Contract Re-negotiation:** Meetings continue to go well between the City and District. The board reviewed the draft contract that was presented, and discussed the corrections/updates. Commissioner Norris and Chief Kroon will meet again before finalizing the contract.
3. **2019 Levy Lid Lift:** The District will need to start working on the ballot measure for the primary election; the deadline is May 10.
4. **Proposition 1 Radio Replacement:** King County will replace all the radios; the question is what do we do with the money collected from Snohomish County? Can the District collect from the county? Funds collected from the county would be helpful for other minor equipment such as, microphones. Commissioner Norris will reach out to South Snohomish Fire for more information.
5. **Personal Finance Forms:** due April 15

## NEW BUSINESS

1. **Fire Grants:** Chairman Mark Mitchell and Commissioner Dennis Butterfield spoke with Mr. Richard Dunne (FEMA Fire Program Specialist), he assists with firefighter grants. The Commissioners would like to meet with him to find out what grants are available to the District.

**FINANCIAL STATEMENTS:** January 2019 financial statement was reviewed and approved as presented.

**VOUCHERS:** Commissioner Dennis Butterfield made a motion to approve the vouchers for twenty-one thousand one hundred ninety-eight dollars and thirty-six cents (\$21,198.36); Commissioner Norris seconded the motion; motion carried.

**PAYROLL:** none.

**COMMUNICATIONS:** none.

Meeting adjourned at 6:55 pm.

Prepared and submitted by:



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