

**King County Fire District 44  
Board of Commissioners Meeting  
February 10, 2009**

**I. Meeting Called to Order.** Commissioner James Farrell called the regularly scheduled meeting of the board of commissioners to order at 18:50 hours.

Present from District 44

- Commissioner Joanne Seng
- Commissioner Frederick Heistuman
- Commissioner James Farrell
- Commissioner F. Dan Bjurstrom (phone)

Commissioner Andy Benedetti, Commissioner Robin Mauro, and Commissioner Phillip Hamilton had excused absences. Also present were Chief Smith, Deputy Chief Mike Barlow and District Secretary Pamela Ratcliffe.

Union Representative: None

The meeting was held at District 44, Station 95, 32316 148<sup>th</sup> Ave SE, Auburn, Wa. 98092.

**II. Pledge of Allegiance.** Commissioner James Farrell led those in attendance in the Pledge of Allegiance.

**III. Approval of Agenda.** Commissioner Joanne Seng made a motion to approve the agenda as changed. Commissioner F. Dan Bjurstrom seconded the motion. The motion carried.

**IV. Consent Agenda.** Commissioner James Farrell called for approval of the consent agenda, which includes minutes of January 27, 2009 and the vouchers. Commissioner Joanne Seng made a motion to approve the consent agenda. Commissioner F. Dan Bjurstrom seconded the motion. The motion carried.

REVIEW DATE: February 10, 2009

FOR VOUCHER PERIOD: February 1, 2009 to February 15, 2009

|                      |            |            |            |
|----------------------|------------|------------|------------|
| Voucher Payroll      | 7,753.32   |            |            |
| Vouchers 54456-54516 | 23,304.15  |            |            |
| Voucher-VRFA 54512   | 569,463.50 | 600,520.97 |            |
| Online Payroll       | 100,000.84 |            |            |
| Total Processing     |            |            | 700,521.81 |

**V. Account Balance Report.** Expenditures to date are within normal range. Issued revised draft (copy 2) of 2009 budget for board review.

## VI. Budget Expenditure Report.

| As of February 15, 2009      | YTD                  | Budget                 | Spent         | Remaining     |
|------------------------------|----------------------|------------------------|---------------|---------------|
| 44 Capital                   | \$ 18,996.39         | \$ 734,634.00          | 2.59%         | 97.41%        |
| 44 Operating                 | \$ 109,915.00        | \$ 1,177,350.00        | 9.34%         | 90.66%        |
| 44 Payroll                   | \$ 269,254.14        | \$ 2,358,832.56        | 11.41%        | 88.59%        |
| 44 Volunteer Operating       | \$ 7,269.50          | \$ 33,500.00           | 21.70%        | 78.30%        |
| 44 Volunteer Payroll         | \$ 26,861.00         | \$ 163,000.00          | 16.48%        | 83.52%        |
| *Does not include VRFA pymt  |                      |                        |               |               |
| <b>Mountain View F&amp;R</b> | <b>\$ 432,296.03</b> | <b>\$ 4,467,316.56</b> | <b>9.68%</b>  | <b>90.32%</b> |
| BD Capital                   |                      | \$ 22,500.00           | 0.00%         | 100.00%       |
| BD Operating                 | \$ 16,303.31         | \$ 198,319.00          | 8.22%         | 91.78%        |
| BD Payroll                   | \$ 46,869.09         | \$ 386,418.00          | 12.13%        | 87.87%        |
| BD Volunteer Operating       | \$ 1,599.75          | \$ 16,400.00           | 9.75%         | 90.25%        |
| BD Volunteer Payroll         | \$ 8,727.00          | \$ 48,000.00           | 18.18%        | 81.82%        |
| <b>Black Diamond</b>         | <b>\$ 73,499.15</b>  | <b>\$ 671,637.00</b>   | <b>10.94%</b> | <b>89.06%</b> |
| 2009 44/BD Budget            | \$ 1,075,258.68      | \$ 5,708,417.06        | 18.84%        | 81.16%        |
| *Does include VRFA pymt      |                      |                        |               |               |
| <b>Bond Project 2008</b>     | <b>\$ 85,427.48</b>  | <b>\$ 4,051,200.00</b> | <b>2.11%</b>  | <b>97.89%</b> |

## VII. Public Comment. None

Union Comment. None

## VIII. Chief's Report.

1. **Green River Bridge.** Chief Smith reviewed progress being made on the re-stabilization of the Green River Bridge. King County DOT plans on having the project finished by July 3, 2009.

2. **Incident Response.** No remarkable incidents to report.

3. **Facilities.** Station 99 received 2 bids for repair to the bay door and associated damage. Lake Tapps Construction was the bid winner. KCFD44 will repair damage to building face, additional work will be completed by City of Black Diamond to address seismic concerns.

4. **Administrative Office Space.** Chief Smith presented several options for the board review for additional office space needed.

- Portable office. 12x56 mobile, \$415/mo. Smaller space – will get additional quote.
- Rented Space. Possible space upstairs at Black Diamond City Hall. Not available long term.
- 92 Campus. Will check into stimulus funds to repair/replace to make usable.
- Do Nothing.

Long term planning is looking at building a headquarter station in Black Diamond or 92 Campus. Commissioner Farrell requested a plan be looked into and confirmed within 30 days.

5. **Property Market.** Current mark down 12.7%. Will keep watch on for future budget planning.

**6. Division Assistant.** Brian Whitley was offered the Division Assistant position and accepted effective February 2, 2009.

**7. New Hire.** Chief Smith and Chief Barlow have been meeting with the Local regarding a new hire career test. Possible date to be March or April 2009.

**8. City of Black Diamond.** Chief Smith attended Yarrow Bay Open House and the Safety Committee regarding a Public Safety Levy. Upcoming meeting at Lake Sawyer Community Club, February 11, 2009.

Thank you letter received thanking the district for helping during the flooding at Lake Sawyer.

February 19, 2009 – 50<sup>th</sup> Anniversary.

#### **VIV. Old Business.**

**1. Station 96 reoccupation.** Generator install to be complete February 13, 2009. Final air sample analysis due in anytime. Sheet rocking will be completed approximately February 18, 2009.

Commissioner Bjurstrom requested “Plan B” re-occupation depending on the latest test results. Commissioner Barlow will look into conditional use permit requirements for a trailer to be moved onto Station 96 property. Draw back would be 18 months for permitting process.

Crew location will remain at Station 94 until re-occupancy approval at Station 96.

#### **2. Bond.**

- Project Manager contract at legal.
- Mechanic to be hired effective March 1, 2009 to replace Mike Stankus in the maintenance shop for a temporary period of three years. New hire is selected from our September 2008 mechanic test hire list.
- Building Committee to be revived. First order of business to acquire an Architect/Engineer to start working on facility upgrade projects. Plans need to be completed to request for bids.  
Committee Members: James Farrell, Frederick Heistuman, F. Dan Bjurstrom, Local 3186 Member-President Ryan McGinnis, Administrative Member tba.
- Apparatus purchase(s). Committee to have board member Frederick Heistuman attend meetings. Board authorized Chief Barlow to keep original plans for apparatus purchase(s) as set forth in bond documents and grant application regarding specs.

**3. 2009 Budget.** Chief Barlow presented copy 2 of Draft 2009 Budget. Additional mechanic, bond payment, and communication accounts adjusted. 2.69% below known revenues. 5.9% below projected total revenues. To be completed prior to next meeting is adjustment of Black Diamond Accounts to reflect new contract. King County Fire District 17 funds still in reported in separate accounts. Will combine account info in future reporting. Funds set aside for Station 98 are available for an immediate start in the Station 98 remodel project.

Requested additional \$80,000 FTE funds from Muckleshoot Indian Tribe Impact Funds, approximate 73,000 expected from Valley Medical Center.

**4. Planning Meeting.** Chief Smith handed out an agenda for the March 5, 2009 planning meeting for review. Plans are to establish working groups and follow-up initial meeting for progress reports.

**X. New Business.**

**1. Facility Maintenance.** A draft job description has been provided to the board. Chief Barlow will review the budget for the possibility of hiring for a full-time Facilities Maintenance person.

**XI. Commissioners Report.**

**1. Auburn Chamber.** Commissioner Farrell requested that Tim Perciful attended the Career Fair for the Enumclaw, Auburn and Kent High School districts. Approximate 600 students expected. Date is March 31, 2009.

**2. Poison Control Center.** King County budget cuts have affected the Poison Control Center. Write your local representative in support.

**Executive Session.** Executive session regarding possible litigation was called at 1935 and ended at 1949.

There will be a brief executive session as per RCW 42.30.110 ( c ) to consider possible litigation. It is anticipated that the executive session will last approximately 15 minutes and the meeting will be back in open session at 19:50.

**XII. Signing of documents.** The commissioners signed approved documents.

As there was no further business to come before the Board of Commissioners, Commissioner James Farrell asked for a motion to adjourn. Commissioner Frederick Heistuman made a motion to adjourn. Commissioner Joanne Seng seconded the motion. The motion carried. Meeting adjourned at 19:55.

The next regular meeting at Station 95, February 24, 2009 – 1830 hours.

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James Farrell, Chair

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n/a  
Phillip Hamilton

\_\_\_\_\_  
Frederick Heistuman

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F. Dan Bjurstrom

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Joanne Seng

\_\_\_\_\_  
n/a  
Andy Benedetti

\_\_\_\_\_  
n/a  
Robin Mauro

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Pamela Ratcliffe, Secretary  
Board of Commissioners  
King County Fire Protection District No. 44