

**NORTH KITSAP FIRE & RESCUE
BOARD OF FIRE COMMISSIONERS**

Date: 04/10/17

Time: 7:15 p.m.

Place: 26642 Miller Bay Rd. NE, Kingston, WA

Meeting called to order by Chair Gregory at 7:15 p.m.

Present: Commissioner Neupert, Commissioner Pearson, Commissioner Gregory, Commissioner Stewart, Commissioner Espinosa, Chief Smith, A/C LaGrandeur, A/C Moran, Community Services Specialist Laboda and Tom Curley

<u>Topic</u>	<u>Action</u>	<u>Assigned to/ Deadline</u>
The <u>Acceptance of the Agenda</u> —was conducted. Chair Gregory asked the BOC to look at the agenda to see if there are any additions or deletions on the agenda that needs to be made. Commissioner Pearson requested to add the following item under <i>New Business</i> : <u>Update on Labor Management Committee Meeting</u> . The Agenda was approved as amended. Approved	*MSC	
The approval of <u>Minutes of the March 27, 2017 Regular Meeting</u> —was conducted. The Minutes were approval as presented. Approved		
The <u>Blanket Voucher Approval Batch No. 492879 in the amount of \$52,987.64; BVA No. 492929 in the amount of \$12,102.74; Monthly Financial Report</u> —was reviewed. Commissioner Stewart had a question on the A/P Voucher Journal Report asking why there are two amounts on a vendor that is listed on the report. Staff Assistant Ariwoola stated that when items are purchased out of state, the supplier does not add tax. When submitting the bill to the county, the tax is automatically added. Approved	*MSC	
<u>Resolution No. 2017-07 Declaration of Surplus Equipment</u> —was conducted. Chair Gregory stated that the resolution is for SCBA Equipment. Chair Gregory stated that we are declaring the equipment surplus. A/C Moran stated that we are going to surplus the SCBA Pack & Mask to Pierce County Fire Department #14. In addition, we are going to surplus SCBA Pack and Bottle to Grays Harbor Fire Department #2. A/C Moran stated that both fire departments are in need of the SCBA equipment. Approved	*MSC	
<u>Payroll for April, 2017 in the amount of \$434,959.88</u> —was reviewed. Chair Gregory circulated the document to the Board to review. Approved	*MSC	

04/10/17—Regular Meeting

*Motion Moved / Seconded / Carried (See attached Motion Sheet)

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<p>Public Participation— Chair Gregory called for Public Participation. There was none.</p>		
<p>Correspondence: (FYI)—<i>the documents were circulated among the BOC</i></p> <ul style="list-style-type: none"> • 2017 Candidate Filing Dates—Chair Gregory stated that the filing dates for candidates are May 19, 2017 through May 19, 2017. 		
<p>Chief's Report—</p> <ul style="list-style-type: none"> • Meeting with Suquamish Tribe—Chief Smith stated that he is trying to get a meeting set up with Suquamish Tribe. Chief Smith stated that Suquamish Tribe still has an interest in Station 84. Chief Smith stated that he will keep the Board informed. 		
<ul style="list-style-type: none"> • Engine 84—Chief Smith stated that the one of the new engine is in service at Station 84. A/C Moran stated that we are still housing a tender at the storage unit A/C Moran stated the other new engine (which is going to Station 89) is at the Maintenance Shop to have a few item worked on and will eventually go to the storage unit along with the tender. A/C Moran state that hopefully the rental of the storage unit should end soon. Discussion ensued regarding what to do with the two old engines once the other new engine goes to Station 89. A/C Moran stated that there might be a need at another fire department who could use another engine. Commissioner Neupert suggested to advertise to see how much we can get for them before we do anything else. 		
<ul style="list-style-type: none"> • Eglon Station (old building)—Chief Smith stated that he has not heard yet from Brian Snure regarding the Eglon Station (old building). Chief Smith stated that he will contact Brian Snure to see the status of the Eglon Station (old building) and to see if anything has been filed. 		
<ul style="list-style-type: none"> • Operation Report: <ul style="list-style-type: none"> Overtime—A/C LaGrandeur stated that the overtime hours in March, 2017 was 150.5 hours. A/C LaGrandeur stated that the reason for the overtime was because A Shift was down two individuals. A/C LaGrandeur stated that one employee is off shift due to injury and the other individual is out on family medical leave due to a new baby in the family. 		

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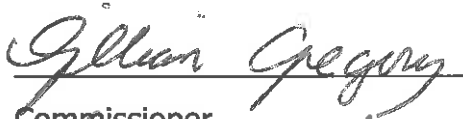
<p>February call volume—A/C LaGrandeur stated that we had 234 response calls in March, 2017 and that 69.2% of those calls were EMS calls.</p>		
<p>Unfinished Business:</p> <ul style="list-style-type: none"> • Maintenance & Operation Levy—Chief Smith stated that he had a conversation with Brian Snure regarding paying off the current bond. Chief Smith stated that Brian Snure didn't see any issues in paying off the bond. Chief Smith stated that he will check with the bond council to make sure there are no issues in paying off the bond. Chief Smith stated that he would suggest to request a specific dollar amount per year on the Maintenance & Operation Levy in order to keep the ballot language down. Chief Smith suggested to run the Maintenance & Operation Levy in the General Election which would be on November 7, 2017. Community Services Specialist Laboda stated for the record that <i>ballot measure need to be submitted in August, 2017;</i> however, <i>candidate filing need to be submitted in May, 2017.</i> 		
<p>New Business:</p> <ul style="list-style-type: none"> • Update on Labor Management Committee Meeting—Commissioner Pearson stated that the Labor Management Committee met on March 24, 2017. Commissioner Pearson stated that it was mostly a listening session and another meeting is set for tomorrow night at 7:00 p.m. Commissioner Pearson stated the Labor Management Committee decided to meet more often. 		
<p>Public Participation—Chair Gregory called for Public Participation. There was none.</p>		
<p>There being no further business to conduct, the meeting was adjourned at 8:00 p.m. Approved</p>	*MSC	
<p>Good of the Order:</p> <ul style="list-style-type: none"> • Community Open House—Tom Curley stated that Community Open House is on Tuesday, April 11, 2017 from 4:00 p.m. until 7:00 p.m. • PDC Filing—Commissioner Pearson stated that PDC filing is due by April 15, 2017. 		

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Commissioner



Commissioner



Commissioner



Commissioner



Commissioner



Attest

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MOTION SHEET- 1 of 2

BOARD OF FIRE COMMISSIONERS REGULAR MEETING

Date: April 10, 2017 **Time:** 7:15 p.m.

ACTION ITEMS

Topic	Motion	
The Acceptance of the Agenda	Motion by Commissioner: Pearson	Motion to approve the Agenda as amended Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
	2 ND by Commissioner: Stewart	
	Carried/Vote	
Minutes 03/27/17 Regular Meeting	Motion by Commissioner: Pearson	Motion to approve the Minutes of 03/27/17 as presented Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
	2 ND by Commissioner: Neupert	
	Carried/Vote	
BVA No. 492878 - \$52,987.64 BVA No. 492929 - \$12,102.74	Motion by Commissioner: Pearson	Moved to approve: BVA No. 492878 in the amount of \$52,987.64 BVA No. 492929 in the amount of \$12,102.74 Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
	2 ND by Commissioner: Stewart	
	Carried/Vote	
Resolution No. 2017-07 Declaration of Surplus Equipment - SCBA	Motion by Commissioner: Stewart	Motion to approve Resolution No. 2017-07 Declaration of Surplus Equipment - SCBA Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
	2 ND by Commissioner: Pearson	
	Carried/Vote	

* O = Opposed; A = Abstention

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MOTION SHEET- 2 of 2

BOARD OF FIRE COMMISSIONERS REGULAR MEETING

Date: April 10, 2017 Time: 7:15 p.m.

ACTION ITEMS

Topic	Motion	
Payroll for April, 2017 in the amount of \$434,959.88	Motion by Commissioner: Stewart	Motion to approve the payroll for April, 2017 in the amount of \$434,959.88
	2 ND by Commissioner: Pearson	
	Carried/Vote	
		Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
Adjourn Meeting	Motion by Commissioner: Neupert	Motion to adjourn the Meeting at 8:00 p.m.
	2 ND by Commissioner: Stewart	
	Carried/Vote	
		Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
	Motion by Commissioner:	
	2 ND by Commissioner:	
	Carried/Vote	
		Y <input type="checkbox"/> N <input type="checkbox"/> *Vote:
	Motion by Commissioner:	
	2 ND by Commissioner:	
	Carried/Vote	
		Y <input type="checkbox"/> N <input type="checkbox"/> *Vote:

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