



ENUMCLAW FIRE DEPARTMENT

BOARD OF FIRE COMMISSIONERS

REGULAR MEETING MINUTES

WEDNESDAY, APRIL 19, 2017 – 6:00PM

ENUMCLAW CITY HALL COUNCIL CHAMBERS

Fire District Commissioner Meetings are wheelchair accessible. If other accommodations are required, please call the Fire District Office Manager at 360-825-5544 five (5) days preceding the meeting so arrangements can be made.

1. CALL TO ORDER

- Called to order at 6:00pm by Commissioner McCall

2. FLAG SALUTE

- Led by Commissioner McCall

3. ATTENDANCE

- Stan McCall – Commissioner, Angie Stubblefield – Commissioner, Dave Hannity – Commissioner, Amy Trachte – Commissioner (Via Phone), Jim Zoll – Commissioner, Mike Reynolds – Attorney, Randy Fehr – Fire Chief, Ashley Van Dam – District Secretary

4. AGENDA AMENDMENTS

5. PUBLIC COMMENT

- A. *This is an opportunity for the public to address the Board of Commissioners on any subject which is not of a quasi-judicial nature or scheduled for a public hearing. Speakers are asked to stand to have their comments recorded. Speakers should state clearly their name(s) and address for the record. Please limit comments to three minutes per person.*

6. ANNOUNCEMENTS & PRESENTATIONS

- Commissioner Stubblefield mentions WFCFA-Fire Benefit Charge Seminar Saturday April 22, 2017

7. APPROVAL OF MEETING MINUTES

- A. Regular Meeting March 15, 2017

- 1) **Board Action:** Motion made by Commissioner Hannity, seconded by Commissioner Zoll to approve March 15, 2017 meeting minutes. All in favor.

8. REGULAR BUSINESS

A. CORRESPONDENCE

B. FINANCIAL REPORT

- 1) Approval of Vouchers & Payroll

a) Vouchers

- a. General Expense Fund – 02038 \$160.80; 03035-03043 \$28,007.59; 04001-04037 \$153,730.05

- b. Special Rescue Fund – 04001 \$42.39

b) Payroll

- a. March Regular- \$141,143.16; March Volunteer Residents \$2,079.54, 1st Qtr 2017 \$19,389.63

- b. February Regular- \$153,913.35; February Volunteer Residents \$2,576.88

- c. January Regular- \$158,094.47, January Volunteer Residents- \$3,108.67

- d. **Board Action** to approve General Expense Fund Vouchers 02038 \$160.80; 03035-03043 \$28,007.59; 04001-04037 \$153,730.05; Special Rescue Fund Voucher 04001 \$42.39; March Regular Payroll for \$141,143.16; March Volunteer Residents Payroll for \$2,079.54; and 1st Quarter Payroll for \$19,389.63 motion made by Commissioner Zoll, seconded by Commissioner Hannity, all in favor.

- 2) Cash Balances –

- a) March 31, 2017
 - a. Expense – \$431,910.75 (2016-\$285,487.02)
 - b. Capital Outlay - \$119,273.88 (2016 - \$0)
 - c. Special Rescue – \$14,049.74 (2016- \$33,423.06)
 - b) April 11, 2017
 - a. Expense - \$544,803.37
 - b. Capital Outlay- \$119,273.88
 - c. Special Rescue - \$14,049.74
 - 3) Financial Report
 - 1st Quarter Financial Report given by Ashley Van Dam (see attached presentation)
 - 4) Chief's Report
 - Given by Chief Fehr (see attached presentation)
- C. RESOLUTIONS
- 1) None

9. MEETINGS

- A. Next Regular Meeting
 - 1) May 17, 2017 6:00pm City Hall Council Chambers
 - Commissioner Stubblefield requested to review Chief's contract in May or June.
 - Commissioner Zoll requests job descriptions for Office Manager and the job descriptions for the comparables.

10. OLD BUSINESS

11. NEW BUSINESS

- A. Nepotism Policy
 - Commissioner Stubblefield presents board with Enumclaw's current policy, Duvall's policy, and a proposed employment policies workplace relationship.
 - Commissioner Hannity makes comments on issues and concerns Commissioner Stubblefield brought forward. Hannity supports current policy and does not think it needs to be changed.
 - Commissioner McCall makes comments on benefits of having a restrictive nepotism policy.
 - Attorney Reynolds makes comments on discrimination. Also, comments that the current policy has been reviewed by MRSC and CIAW. Mentions his concerns with parts of Duvall's policy that has been proposed.
 - Commissioner Stubblefield responds to Attorney Reynolds concerns.
 - Attorney Reynolds' suggests not reinventing the wheel and customizing a policy. Suggests using one from another district or city that has been in place, adopted, and tested. Prefers tested policies instead of creating own.
 - Chief Fehr comments and makes some recommendations.
 - Commissioner Zoll makes comments on suggested changes and lets board know that he does not support changing the policy.
 - **Board Action:** Motion made by Commissioner Zoll to direct Attorney Reynolds to research policies related to nepotism including both hiring and operational related policies, seconded by Commissioner Trachte. In favor Zoll, Trachte, McCall, Stubblefield. Opposed by Hannity.

12. PUBLIC COMMENT

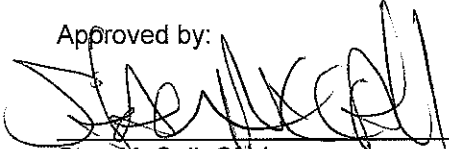
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13. EXECUTIVE/EXEMPT SESSION

14. ADJOURNMENT

- **Board Action:** Motion made by Commissioner Hannity, seconded by Commissioner Stubblefield. Adjourned at 7:40pm

Approved by:


 Stan McCall, Chairperson


 Ashley Van Dam, District Secretary