



# KING COUNTY FIRE DISTRICT #28

## BOARD OF FIRE COMMISSIONERS

### REGULAR MEETING MINUTES

WEDNESDAY, MARCH 16, 2016 – 6:00PM  
ENUMCLAW CITY HALL COUNCIL CHAMBERS

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**Attendance: Stan McCall – Commissioner, Angie Stubblefield – Commissioner, Dave Hannity – Commissioner, Amy Trachte – Commissioner, Jim Zoll – Commissioner, Mike Reynolds – Attorney, Randy Fehr – Fire Chief, Ashley Van Dam – District Secretary**

#### 1. CALL TO ORDER

- Meeting called to order by Commissioner McCall at 6:01pm

#### 2. FLAG SALUTE

- Flag Salute led by Commissioner McCall

#### 3. AGENDA AMENDMENTS

- Add 9a KCFD #44 Joint Meeting
- Remove 10b Chain of Command

#### 4. ANNOUNCEMENTS & PRESENTATIONS

##### A. Eagle Scout Project

- Briggs – Project was to put .10 mile markers on Mt Peak front side trail, will greatly benefit rescue efforts by KCFD #28.
- Zachary – Project was retiring of American flags, KCFD #28 had a flag box at Station 41. X=Zachary retired 327 flags appropriately.
- Chief presented both with a KCFD #28 challenge coin.

##### B. Levy Facts Presentation

- Chief presents levy information

#### 5. APPROVAL OF MEETING MINUTES

##### A. February 24, 2016 Special Meeting

###### 1) Board Action

- o Motion made by Commissioner Hannity, seconded by Commissioner Stubblefield, unanimously approved.

#### 6. REGULAR BUSINESS

##### A. CORRESPONDENCE

- 1) WFCA Legislative Reports – Feb 26
- 2) Commencement Bank LOC Maturity
- 3) PDC-Personal Finance Statement

##### B. FINANCIAL REPORT

###### 1) Approval of Vouchers & Payroll

###### a) Vouchers

a. Expense Fund 03001-03043 \$46,385.17

b. Special Rescue 03001 \$40.18

###### b) Payroll

a. February Regular - \$140,182.89

b. January Regular -\$135,687.13

c. December 2015 Regular - \$139,284.20

- c) Board Action to approve Expense Fund Vouchers 03001-03043 for \$46,385.17; Special Rescue Fund Voucher 03001 for \$40.18; February Payroll for \$140,182.89

- Motion made by Commissioner Zoll, seconded by Commission Trachte, unanimously approved.

###### 2) Cash Balances –

- a) February 29, 2016
      - a. Expense - \$350,332.95
      - b. Special Rescue - \$33,443.75
    - b) March 10, 2016
      - a. Expense - \$398,583.29
      - b. Special Rescue - \$33,443.75
  - 3) Chief's Report
    - o Chief Fehr presents report
- C. RESOLUTIONS
  - 1) Resolution 2016-002 Line of Credit Renewal
    - a) Motion to have Chair read Resolution by Title Only
    - b) Chair reads Resolution by Title Only
    - c) Fire Chief Comments
    - d) Board Comments
      - Commissioner McCall would like to postpone resolution and consider a different course of action for signer, all commissioners added to signer list and require 2 commissioner signatures to withdraw funds.
    - e) Board Action
      - Commissioner Stubblefield makes a motion to amend Resolution 2016-002 to chairperson along with one additional board member as signers in Section 2, seconded by Commissioner Zoll, unanimously approved.
      - Commissioner McCall reads amended Resolution by title, motion made by Commissioner Stubblefield, seconded by Commissioner Zoll, unanimously approved.
      - Attorney Reynolds makes suggestion to make note in footer that it is draft two of resolution.

## 7. MEETINGS

- A. Next Regular Meeting
  - 1) April 20, 2016 at 6:00pm Enumclaw City Hall Council Chambers
    - o Commissioner Trachte will not be present (note on agenda for an excused absence)
- B. Town Hall Meetings
  - 1) March 21, 2016 at 7:00pm Cumberland Station
    - o Commissioner Trachte and Commissioner Stubblefield plan to attend
  - 2) April 4, 2016 at 5:30pm Headquarter Station
    - o Commissioner Zoll plans to attend
  - Chief plans to have an additional meeting during lunch time during the first week of April after voter pamphlets are mailed, specific date and time to be announced.

## 8. 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.*

## 9. OLD BUSINESS

- KCFD #44 joint meeting
  - o Commissioner Stubblefield comments on interest to begin discussion.
  - o Commissioner Hannity comments that we need to start quarterly meetings to start discussing options of working with our neighbors and how we can best serve the public.
  - o Commissioner McCall states our first priority is the public and we need to have an open mind and open to discussions about providing the best service at the best value to our tax payers.
  - o Motion made by Commissioner Hannity to attend special meeting, seconded by Commissioner Stubblefield, unanimously approved to discuss possible joint operations with KCFD #44.

## 10. NEW BUSINESS

- A. Fire Impact Fees-Assisted Living Facility
  - o Chief Fehr discusses City's Comp Plan that would include KCFD #28 Capital Plan to setup a Fire Impact Fee. Chief asks board to setup a separate fund to track revenue and

spending of Fire Impact Fees. Chief Fehr has put SEPA plan into place and monies will be collected through mitigation until the City adopts Capital Plan into their Comp Plan. Chief asks board to for approval to create resolution to setup a Fire Impact Fee Fund with King County.

- Motion made by Commissioner Stubblefield, seconded by Commissioner Zoll, unanimously in approved to create resolution to setup Fire Impact Fee Fund with King County.

B. Chain of Command

- Removed from agenda during amendments

**11. EVENTS**

- KCFD #28 to attend March 29<sup>th</sup> ice cream social for Southwood PTA at 3:30pm.

**12. PUBLIC COMMENT**

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**13. EXECUTIVE SESSION**

- None

**14. ADJOURNMENT**

- Motion made by Commissioner Hannity, seconded by Commissioner Trachte, unanimously approved adjournment at 7:35pm.

Approved by:

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Stan McCall, Chairperson

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Ashley Van Dam, District Secretary