



# ENUMCLAW FIRE DEPARTMENT BOARD OF FIRE COMMISSIONERS

## REGULAR MEETING AGENDA WEDNESDAY, JANUARY 20, 2021 – 6:00PM REMOTE MEETING TELEPHONE CONFERENCE CALL-IN USING ZOOM

*The Board of Commissioners of the Enumclaw Fire Department will hold a Regular Meeting via Telephone Conference Call-In.*

### Call-In Information:

Dial: +1 253 215 8782

Webinar ID: 899 0777 1805

Passcode: 98022

Link to Join: <https://us02web.zoom.us/j/89907771805?pwd=b3EzZkFUcHRnVFA2dIRQemtGT1FLZz09>

1. CALL TO ORDER
2. ATTENDANCE
3. AGENDA AMENDMENTS
4. APPROVAL OF MEETING MINUTES
  - A. Regular Meeting December 16, 2020
5. REGULAR BUSINESS
  - A. CORRESPONDENCE
  - B. FINANCIALS
    - 1) Approval of Expenditures – Exhibit A
      - a) 2020 General Fund Expenditures - \$287,053.60
      - b) 2021 General Fund Expenditures - \$169,682.83
        - **Board Action Recommendation:** To approve expenditures from the 2020 General Fund for \$287,053.60 and 2021 General Fund for \$169,682.83 as presented in Exhibit A.
    - 2) Cash Balances
      - a) December 31, 2020
        - a. General Operating Fund – \$2,631,531.80 (2019 - \$2,562,100.19)
        - b. Capital Outlay Fund - \$2,828,918.84 (2019 - \$1,863,853.23)
      - b) January 13, 2021
        - a. General Operating Fund – \$2,567,708.90
        - b. Capital Outlay Fund - \$2,874,198.31
    - 2) Financial Report – Chief Randy Fehr
  - C. FIRE CHIEF'S REPORT - Chief Randy Fehr
  - D. RESOLUTIONS
    - 1) Resolution 2021-01 Surplus 1991 Seagrave Fire Engine
    - 2) Resolution 2021-02 Building Demolition Contract
6. MEETINGS
  - A. 2018-2019 Audit Exit Conference Meeting
  - B. Next Regular Meeting
    - 1) February 17, 2021 @ 6:00pm
7. OLD BUSINESS
8. NEW BUSINESS
  - A. 2021 Consolidated Fee Schedule
  - B. Annual Review of Board Policy Manual

**9. EXECUTIVE/EXEMPT SESSION**

A. RCW 42.30.110

- 1) Salary Savings Plan – Williams
- 2) L3931 CBA – CBT Evaluator

**10. GOOD OF THE ORDER**

**11. ADJOURNMENT**



# ENUMCLAW FIRE DEPARTMENT BOARD OF FIRE COMMISSIONERS

## REGULAR MEETING MINUTES WEDNESDAY, DECEMBER 16, 2020 – 6:00PM REMOTE MEETING TELEPHONE CONFERENCE CALL-IN USING ZOOM

### **The Board of Commissioners of the Enumclaw Fire Department held a Regular Meeting via Telephone Conference Call-In.**

#### **Call-In Information:**

Dial: +1 253 215 8782

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Link to Join: <https://us02web.zoom.us/j/89907771805?pwd=b3EzZkFUcHRnVFA2dIRQemtGT1FLZz09>

#### **1. CALL TO ORDER**

- Meeting called to order at 6:00pm by Commissioner Trachte

#### **2. ATTENDANCE**

- Amy Trachte – Commissioner, Jenny Jones – Commissioner, Jim Zoll – Commissioner, Angie Stubblefield Commissioner, Eric Heintzinger – Commissioner, Randy Fehr – Fire Chief, Ashley Winter – Office Manager/District Secretary

#### **3. AGENDA AMENDMENTS**

#### **4. APPROVAL OF MEETING MINUTES**

- A. Regular Meeting November 18, 2020

- **Board Action:** Motion made by Commissioner Zoll to approve November 18, 2020 Regular Meeting Minutes, seconded by Commissioner Heintzinger. All in favor 5-0.

#### **5. REGULAR BUSINESS**

- A. CORRESPONDENCE

- B. FINANCIALS

- 1) Approval of Expenditures – Exhibit A

a) 2020 General Fund Expenditures - \$695,926.70

b) 2020 Capital Outlay Fund Expenditures - \$1,313.10

- **Board Action Recommendation:** Motion made by Commissioner Heintzinger to approve expenditures from the General Fund for \$695,926.70 and Capital Outlay Fund for \$1,313.10 as presented in Exhibit A, seconded by Commissioner Zoll. All in favor 5-0.

- 2) Cash Balances

a) November 30, 2020

a. General Operating Fund – \$3,856,458.96 (2019 - \$3,071,413.10)

b. Capital Outlay Fund - \$2,008,345.62 (2019 - \$1,786,427.41)

b) December 10, 2020

a. General Operating Fund – \$3,073,587.41

b. Capital Outlay Fund - \$2,814,480.61

- 2) Financial Report – Ashley Winter

- C. FIRE CHIEF'S REPORT - Chief Randy Fehr

- D. RESOLUTIONS

- 1) Resolution #2020-14 Surplus Equipment

- **Board Action:** Motion made by Commissioner Jones to read Resolution #2020-14 by title only, seconded by Commissioner Zoll. All in favor 5-0.

- **Board Action:** Motion made by Commissioner Jones to approve Resolution #2020-14, seconded by Commissioner Zoll. All in favor 5-0.
- 2) Resolution #2020-15 Pandemic Supplies Budget Amendment
  - **Board Action:** Motion made by Commissioner Jones to read Resolution #2020-15 by title only, seconded by Commissioner Zoll. All in favor 5-0.
  - **Board Action:** Motion made by Commissioner Heintzinger to approve Resolution #2020-15, seconded by Commissioner Stubblefield. All in favor 5-0.

**6. MEETINGS**

A. Next Regular Meeting

- 1) January 20, 2021 @ 6:00pm

**7. OLD BUSINESS**

A. Commissioner Policy Manual Update - Electronic Signature Policy

- **Board Action:** Motion made by Commissioner Heintzinger to approve updating the Commissioner Policy Manual with an Electronic Signature Policy, seconded by Commissioner Stubblefield. All in favor 5-0.

**8. NEW BUSINESS**

**9. EXECUTIVE/EXEMPT SESSION**

**10. GOOD OF THE ORDER**

**11. ADJOURNMENT**

- **Board Action:** Motion made by Commissioner Zoll to adjourn meeting, seconded by Commissioner Jones. Meeting adjourned at 6:29pm. All in favor 5-0.

Approved by:

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Amy Trachte, Chairperson

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Ashley Winter, District Secretary



# ENUMCLAW FIRE DEPARTMENT

1330 Wells Street Enumclaw, WA 98022  
 Telephone (360) 825-5544 Fax: (253) 856-6541  
 www.enumclawfire.org – EFD@enumclawfire.org

## EXHIBIT A - EXPENDITURES FROM 12-17-2020 THRU 1-20-2021

**Date:** Wednesday, January 20, 2021

**To:** Board of Commissioners

**From:** Ashley Winter, Office Manager

**Subject:** Recommendation of Approval of Expenditures

General Fund Vouchers	Date	Batch	Type	Voucher #s	Amount
	1/20/2021	2021.01.03	Accounts Payable	210103001-210103041	\$ 54,066.13
	1/20/2021	2021.01.04	Accounts Payable	210104001	\$ 1,595.00
	12/31/2020	2020.12.06	Accounts Payable	EFT	\$ 1,479.92
	1/4/2021	2021.01.01	Accounts Payable	EFT	\$ 110,000.00
					<u>\$ 167,141.05</u>

General Fund Payroll	Date	Batch	Type	Voucher #s	Amount
	12/31/2020	Career	Direct Deposit	EFTs	\$ 142,888.68
	12/31/2020	2020.12.04	Deductions & Benefits	201204001-201204003	\$ 6,248.27
	12/31/2020	2020.12.05	Deductions & Benefits	EFTs	\$ 136,436.73
	1/15/2021	Vol/Chap/Board	Direct Deposit	EFTs	\$ 3,202.51
	1/15/2021	2021.01.02	Deductions & Benefits	EFTs	\$ 819.19
					<u>\$ 289,595.38</u>

Capital Fund Vouchers	Date	Batch	Type	Voucher #s	Amount
					<u>\$ -</u>

Voided Vouchers	Date	Batch	Type	Voucher #s	Amount
					<u>\$ -</u>

Interfund Transfer	Date	From	To	Description	Amount
					<u>\$ -</u>

<b>Total 2020 General Fund Expenditures</b>	\$ 287,053.60
<b>Total 2021 General Fund Expenditures</b>	\$ 169,682.83
<b>Total Capital Fund Expenditures</b>	\$ -
<b>TOTAL EXPENDITURES</b>	<u>\$ 456,736.43</u>

# CHECK REGISTER

ENUMCLAW FIRE DEPARTMENT

Time: 15:27:13 Date: 01/15/2021

12/17/2020 To: 12/31/2020

Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
1441	12/31/2020	Payroll	1		EFT	9,048.48	
1442	12/31/2020	Payroll	1		EFT	8,518.79	
1443	12/31/2020	Payroll	1		EFT	4,496.24	
1444	12/31/2020	Payroll	1		EFT	3,964.06	
1445	12/31/2020	Payroll	1		EFT	10,142.46	
1446	12/31/2020	Payroll	1		EFT	8,335.69	
1447	12/31/2020	Payroll	1		EFT	6,435.18	
1448	12/31/2020	Payroll	1		EFT	8,498.19	
1449	12/31/2020	Payroll	1		EFT	3,912.38	
1450	12/31/2020	Payroll	1		EFT	5,709.12	
1451	12/31/2020	Payroll	1		EFT	8,369.94	
1452	12/31/2020	Payroll	1		EFT	6,265.54	
1453	12/31/2020	Payroll	1		EFT	6,988.25	
1454	12/31/2020	Payroll	1		EFT	6,608.72	
1455	12/31/2020	Payroll	1		EFT	7,520.46	
1456	12/31/2020	Payroll	1		EFT	13,279.54	
1457	12/31/2020	Payroll	1		EFT	3,576.08	
1458	12/31/2020	Payroll	1		EFT	7,219.90	
1459	12/31/2020	Payroll	1		EFT	3,929.50	
1460	12/31/2020	Payroll	1		EFT	7,155.33	
1461	12/31/2020	Payroll	1		EFT	2,914.83	
1466	12/31/2020	Payroll	1		EFT DEPT OF RETIREMENT SYSTEMS	32,425.59	Pay Cycle(s) 12/31/2020 To 12/31/2020 - LEOFF2; Pay Cycle(s) 12/31/2020 To 12/31/2020 - PERS2
1467	12/31/2020	Payroll	1		EFT DIRECT DEPOSIT FOR PAYROLL	16,500.00	Pay Cycle(s) 12/31/2020 To 12/31/2020 - PR DRAW
1468	12/31/2020	Payroll	1		EFT IAFF #3931	2,592.00	Pay Cycle(s) 12/31/2020 To 12/31/2020 - HOUSE DUES; Pay Cycle(s) 12/31/2020 To 12/31/2020 - UNION DUES
1469	12/31/2020	Payroll	1		EFT IAFF FIRE PAC	162.13	Pay Cycle(s) 12/31/2020 To 12/31/2020 - IAFF FIRE PAC
1470	12/31/2020	Payroll	1		EFT INTERNAL REVENUE SERVICE	35,144.96	941 Deposit for Pay Cycle(s) 12/31/2020 - 12/31/2020
1471	12/31/2020	Payroll	1		EFT JOHN HANCOCK RETIREMENT PLAN SERVICES	11,807.70	Pay Cycle(s) 12/31/2020 To 12/31/2020 - DEFERRED COMP; Pay Cycle(s) 12/31/2020 To 12/31/2020 - DEFERRED COMP-ADMIN; Pay Cycle(s) 12/31/2020 To 12/31/2020 - DC LOAN PMT
1472	12/31/2020	Payroll	1		EFT LEOFF HEALTH & WELFARE TRUST	35,904.35	Pay Cycle(s) 12/31/2020 To 12/31/2020 - MEDICAL INS
1473	12/31/2020	Payroll	1		EFT WSCFF MEDICAL EMPLOYEE BENEFIT TRUST	1,900.00	Pay Cycle(s) 12/31/2020 To 12/31/2020 - MERP
1476	12/31/2020	Claims	1		EFT WA STATE DEPARTMENT OF REVENUE	1,479.92	2020 USE TAX -Written From Use Tax Report
1463	12/31/2020	Payroll	1	9885764	DELTA DENTAL OF WASHINGTON	4,009.50	Pay Cycle(s) 12/31/2020 To 12/31/2020 - DENTAL INS
1464	12/31/2020	Payroll	1	9885765	DIMARTINO ASSOCIATES	2,033.77	Pay Cycle(s) 12/31/2020 To 12/31/2020 - DISABILITY INS
1465	12/31/2020	Payroll	1	9885766	WSCFF FAST PAC	205.00	Pay Cycle(s) 12/31/2020 To 12/31/2020 - WSCFF



# CHECK REGISTER

ENUMCLAW FIRE DEPARTMENT

Time: 15:34:45 Date: 01/15/2021

01/01/2021 To: 01/20/2021

Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
1	01/04/2021	Claims	1	EFT	PEAK1 ADMINISTRATION LLC	110,000.00	INV# INV000094374
16	01/15/2021	Payroll	1	EFT		150.14	
17	01/15/2021	Payroll	1	EFT		225.46	
18	01/15/2021	Payroll	1	EFT		225.46	
19	01/15/2021	Payroll	1	EFT		117.90	
20	01/15/2021	Payroll	1	EFT		117.90	
21	01/15/2021	Payroll	1	EFT		580.61	
22	01/15/2021	Payroll	1	EFT		225.46	
23	01/15/2021	Payroll	1	EFT		117.90	
24	01/15/2021	Payroll	1	EFT		117.90	
25	01/15/2021	Payroll	1	EFT		557.78	
26	01/15/2021	Payroll	1	EFT		340.90	
27	01/15/2021	Payroll	1	EFT		307.20	
28	01/15/2021	Payroll	1	EFT			
29	01/15/2021	Payroll	1	EFT		117.90	
30	01/15/2021	Payroll	1	EFT	INTERNAL REVENUE SERVICE	819.19	941 Deposit for Pay Cycle(s) 01/15/2021 - 01/15/2021
31	01/20/2021	Claims	1	EFT	PEAK1 ADMINISTRATION LLC		Void needs to be processed as a check
32	01/20/2021	Claims	1	0	911 SUPPLY	825.22	INV# INV-2-7519; INV# INV-2-7452; INV# INV-2-7616
33	01/20/2021	Claims	1	0	ATTORNEY MICHAEL J REYNOLDS	63.00	INV# 5899
34	01/20/2021	Claims	1	0	BOARD FOR VOLUNTEER FIREFIGHTERS	900.00	2021 REMITTANCE
35	01/20/2021	Claims	1	0	BUDS & BLOOMS AT ENUMCLAW INC	63.10	INV# 1003
36	01/20/2021	Claims	1	0	CITY OF ENUMCLAW	100.00	INV# 06028
37	01/20/2021	Claims	1	0	COPIERS NORTHWEST	81.59	INV# INV2239904
38	01/20/2021	Claims	1	0	TUTTLE GEORGE	1,040.00	INV# 21-00002
39	01/20/2021	Claims	1	0	CURALINC, LLC	275.00	INV# 15997
40	01/20/2021	Claims	1	0	MICHELE DISS	5,775.00	1-1-2021
41	01/20/2021	Claims	1	0	ESCI	8,000.00	INV# 20-329
42	01/20/2021	Claims	1	0	FAMILYCARE OF KENT	707.50	INV# 6149
43	01/20/2021	Claims	1	0	GALLS LLC	608.88	INV# 017242625; INV# 017220366
44	01/20/2021	Claims	1	0	GLENDALE HEATING AIR CONDITIONING	262.62	INV# 352522
45	01/20/2021	Claims	1	0	JAMES OIL CO INC	478.72	INV# 415731; INV# 416033
46	01/20/2021	Claims	1	0	MARCUS S KELLY	35.96	REIMBURSEMENT
47	01/20/2021	Claims	1	0	KING COUNTY RADIO COMMUNICATION SERVICES	2,352.72	INV# 16645; INV# 00451731
48	01/20/2021	Claims	1	0	L.N. CURTIS & SONS	1,141.35	INV# INV452394
49	01/20/2021	Claims	1	0	LES SCHWAB TIRE CENTERS INC	183.87	INV# 38400522299
50	01/20/2021	Claims	1	0	LEXIPOL LLC	4,602.00	INV# INV9394
51	01/20/2021	Claims	1	0	LIFE ASSIST INC	341.23	INV# 1060261
52	01/20/2021	Claims	1	0	MSDS ONLINE DBA VELOCITY EHS	2,174.00	INV# 230167
53	01/20/2021	Claims	1	0	NETDUTY SOFTWARE	588.00	INV# Enum-7
54	01/20/2021	Claims	1	0	NORTHWEST SAFETY CLEAN	461.02	INV# 20-29044; INV# 20-28938
55	01/20/2021	Claims	1	0	POTENTRX	1,941.92	INV# 12-30-20; INV# 1-6-21
56	01/20/2021	Claims	1	0	PRAXAIR DISTRIBUTION	172.95	INV# 61068358
57	01/20/2021	Claims	1	0	PST INVESTIGATIONS	1,657.00	INV# PST120-160
58	01/20/2021	Claims	1	0	PUBLIC SAFETY TESTING INC	150.00	INV# 2020-0787



# CHECK REGISTER

ENUMCLAW FIRE DEPARTMENT

Time: 15:34:45 Date: 01/15/2021

01/01/2021 To: 01/20/2021

Page: 2

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
59	01/20/2021	Claims	1	0	PUGET SOUND ENERGY	735.29	ACT# 200004901209; ACT# 220000260285
60	01/20/2021	Claims	1	0	PUGET SOUND REGIONAL FIRE AUTHORITY	270.80	INV# 22
61	01/20/2021	Claims	1	0	REBOUND	1,543.75	INV# 1623
62	01/20/2021	Claims	1	0	SAFETY-KLEEN	724.53	INV# 85072432
63	01/20/2021	Claims	1	0	SERVPRO	2,498.31	INV# 131438; INV# 131439
64	01/20/2021	Claims	1	0	SOUND PUBLISHING INC	500.00	INV# 8010020
65	01/20/2021	Claims	1	0	STATE AUDITORS OFFICE	4,456.14	INV# L139883
66	01/20/2021	Claims	1	0	SYSTEMS DESIGN WEST	1,742.80	INV# 20202530
67	01/20/2021	Claims	1	0	THE SUPPLY SOURCE	1,003.13	INV# 2100093
68	01/20/2021	Claims	1	0	US BANK	2,282.55	DECEMBER STATEMENT
69	01/20/2021	Claims	1	0	UW VALLEY MEDICAL CENTER	75.00	INV# 70001426
70	01/20/2021	Claims	1	0	STAN VINCI	141.18	INV# 201858
71	01/20/2021	Claims	1	0	WA FIRE COMMISSIONERS ASSN	3,000.00	INV# 300000067
72	01/20/2021	Claims	1	0	WSFFA	110.00	1-1-21
73	01/20/2021	Claims	1	0	PEAK1 ADMINISTRATION LLC	1,595.00	INV# INV000094375
001 GENERAL OPERATING FUND 100280010						169,682.83	
						169,682.83	Claims: 165,661.13 Payroll: 4,021.70

Period: DEC-2020

**Fund: 100280010 ENUMCLAW FIRE EXPENSE**

Day	Beginning Balance	Receipts	Disbursements	Ending Balance
01	3,856,458.96	3,141.55	53,226.18	3,806,374.33
02	3,806,374.33	0.00	750,047.18	3,056,327.15
03	3,056,327.15	5,114.77	1,599.91	3,059,842.01
04	3,059,842.01	9,628.41	0.00	3,069,470.42
05	3,069,470.42	0.00	0.00	3,069,470.42
06	3,069,470.42	0.00	0.00	3,069,470.42
07	3,069,470.42	928.78	0.00	3,070,399.20
08	3,070,399.20	1,414.54	0.00	3,071,813.74
09	3,071,813.74	807.53	683.59	3,071,937.68
10	3,071,937.68	6,852.34	2,501.77	3,076,288.25
11	3,076,288.25	16,007.14	114.55	3,092,180.84
12	3,092,180.84	0.00	0.00	3,092,180.84
13	3,092,180.84	0.00	0.00	3,092,180.84
14	3,092,180.84	317.62	0.00	3,092,498.46
15	3,092,498.46	1,038.65	21,464.25	3,072,072.86
16	3,072,072.86	16,229.60	239,210.76	2,849,091.70
17	2,849,091.70	11,173.83	1,833.89	2,858,431.64
18	2,858,431.64	11,310.47	0.00	2,869,742.11
19	2,869,742.11	0.00	0.00	2,869,742.11
20	2,869,742.11	0.00	0.00	2,869,742.11
21	2,869,742.11	0.00	0.00	2,869,742.11
22	2,869,742.11	586.06	0.00	2,870,328.17
23	2,870,328.17	420.89	0.00	2,870,749.06
24	2,870,749.06	6,410.88	0.00	2,877,159.94
25	2,877,159.94	0.00	0.00	2,877,159.94
26	2,877,159.94	0.00	0.00	2,877,159.94
27	2,877,159.94	0.00	0.00	2,877,159.94
28	2,877,159.94	6,454.33	0.00	2,883,614.27
29	2,883,614.27	12,578.87	0.00	2,896,193.14
30	2,896,193.14	1,350.30	6,248.27	2,891,295.17
31	2,891,295.17	3,062.04	262,825.41	2,631,531.80
<b>Total</b>		<b>114,828.60</b>	<b>1,339,755.76</b>	

Average Daily Balance: 2,987,140.34

Period: DEC-2020

**Fund: 100283010 ENUMCLAW FIRE CAPITAL OUTLAY**

Day	Beginning Balance	Receipts	Disbursements	Ending Balance
01	2,008,345.62	1,391.33	0.00	2,009,736.95
02	2,009,736.95	750,000.00	0.00	2,759,736.95
03	2,759,736.95	0.00	0.00	2,759,736.95
04	2,759,736.95	0.00	0.00	2,759,736.95
05	2,759,736.95	0.00	0.00	2,759,736.95
06	2,759,736.95	0.00	0.00	2,759,736.95
07	2,759,736.95	0.00	0.00	2,759,736.95
08	2,759,736.95	1,323.00	0.00	2,761,059.95
09	2,761,059.95	0.00	0.00	2,761,059.95
10	2,761,059.95	0.00	0.00	2,761,059.95
11	2,761,059.95	54,811.99	0.00	2,815,871.94
12	2,815,871.94	0.00	0.00	2,815,871.94
13	2,815,871.94	0.00	0.00	2,815,871.94
14	2,815,871.94	0.00	0.00	2,815,871.94
15	2,815,871.94	0.00	0.00	2,815,871.94
16	2,815,871.94	14,140.00	1,313.10	2,828,698.84
17	2,828,698.84	220.00	0.00	2,828,918.84
18	2,828,918.84	0.00	0.00	2,828,918.84
19	2,828,918.84	0.00	0.00	2,828,918.84
20	2,828,918.84	0.00	0.00	2,828,918.84
21	2,828,918.84	0.00	0.00	2,828,918.84
22	2,828,918.84	0.00	0.00	2,828,918.84
23	2,828,918.84	0.00	0.00	2,828,918.84
24	2,828,918.84	0.00	0.00	2,828,918.84
25	2,828,918.84	0.00	0.00	2,828,918.84
26	2,828,918.84	0.00	0.00	2,828,918.84
27	2,828,918.84	0.00	0.00	2,828,918.84
28	2,828,918.84	0.00	0.00	2,828,918.84
29	2,828,918.84	0.00	0.00	2,828,918.84
30	2,828,918.84	0.00	0.00	2,828,918.84
31	2,828,918.84	0.00	0.00	2,828,918.84
<b>Total</b>		<b>821,886.32</b>	<b>1,313.10</b>	

Average Daily Balance: 2,780,425.15

<b>Fund</b>	<b>Fund Name</b>	<b>Ending Balance</b>
100280010	ENUMCLAW FIRE EXPENSE	2,567,708.90
100283010	ENUMCLAW FIRE CAPITAL OUTLAY	2,874,198.31
100286030	ENUMCLAW FIRE SPECIAL RESCUE RESERV	0.00
	<b>Total</b>	<b>5,441,907.21</b>

<-----End of Report----->

**ENUMCLAW FIRE DEPARTMENT  
KING COUNTY, STATE OF WASHINGTON  
RESOLUTION #2021-01**

**A RESOLUTION OF THE BOARD OF FIRE COMISSIONERS OF ENUMCLAW FIRE DEPARTMENT, KING COUNTY FIRE PROTECTION DISTRICT #28, KING COUNTY, WASHINGTON DECLARING TO SURPLUS ENUMCLAW FIRE DEPARTMENT APPARATUS #2812, 1991 SEAGRAVE FIRE ENGINE VIN #1F9EW28J3MCST2077.**

**WHEREAS**, the Enumclaw Fire Department, hereinafter referred to as Fire District, has adopted a Capital Facilities Plan which identifies the useful life of fire engines at 30 years; and

**WHEREAS**, the Fire District Apparatus #2812, VIN#1F9EW28J3MCST2077, a 1991 Seagrave Fire Engine has reached the end of useful life; and

**WHEREAS**, the Fire District Apparatus #2812, VIN #1F9EW28J3MCST2077, was being used as a backup fire engine; and

**WHEREAS**, the amount the Fire District could receive from recycling metal on the apparatus is \$4,000.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF ENUMCLAW FIRE DEPARTMENT, KING COUNTY, WASHINGTON DO HEREBY RESOLVE AS FOLLOWS:**

Section 1: Enumclaw Fire Department Apparatus #2812, VIN#1F9EW28J3MCST2077, a 1991 Seagrave Fire Engine, is hereby declared as surplus.

**PASSED, APPROVED AND ADOPTED** in Open and Regular Session this \_\_\_\_ day of \_\_\_\_\_, 2021.

\_\_\_\_\_  
Amy Trachte, Commissioner  
Dated: \_\_\_\_\_

\_\_\_\_\_  
Jenny Jones, Commissioner  
Dated: \_\_\_\_\_

\_\_\_\_\_  
Angela Stubblefield, Commissioner  
Dated: \_\_\_\_\_

\_\_\_\_\_  
Jim Zoll, Commissioner

Dated: \_\_\_\_\_

\_\_\_\_\_  
Eric Heintzinger, Commissioner

Dated: \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
Ashley Winter, Board Secretary

**ENUMCLAW FIRE DEPARTMENT  
KING COUNTY, STATE OF WASHINGTON  
RESOLUTION #2021-02**

**A RESOLUTION OF THE BOARD OF FIRE COMMISSIONERS OF ENUMCLAW FIRE DEPARTMENT, KING COUNTY FIRE PROTECTION DISTRICT #28, KING COUNTY, WASHINGTON AUTHORIZING THE FIRE CHIEF TO ENTER INTO AN AGREEMENT FOR THE DEMOLITION AND DISPOSAL OF THE CONDEMNED BUILDING LOCATED IN THE ALLEY WAY AT ENUMCLAW FIRE STATION #41 WITH EXPENDITURES IN AN AMOUNT UP TO \$20,000.00.**

**WHEREAS**, the Enumclaw Fire Department, Station #41 is located at 1330 Wells, Enumclaw, King County, Washington; and

**WHEREAS**, there is a building located along the alley at Station #41; and

**WHEREAS**, the City of Enumclaw Building Official recently condemned the building; and

**WHEREAS**, the remodel of the building is not economically feasible; and

**WHEREAS**, the Enumclaw Fire Department will undertake the demolition/tear down and disposal of said building with expenditures in an amount up to \$20,000.00; and

**WHEREAS**, said demolition is for the health, safety and welfare of the citizens that the Enumclaw Fire Department serves.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF ENUMCLAW FIRE DEPARTMENT, KING COUNTY, WASHINGTON DO HEREBY RESOLVE AS FOLLOWS:**

Section 1: That the Enumclaw Fire Chief is authorized to enter into an agreement for the demolition/tear down and disposal of the condemned building located along the alley at Station 41 with expenditures in an amount up to \$20,000.00.

Section 2: If any provision of this Resolution and/or the Agreement referred to herein is determined to be invalid or unenforceable for any reason, the remaining provisions of this Resolution and/or the Agreement referred to herein shall remain in force and effect.

**PASSED, APPROVED AND ADOPTED** in Open and Regular Session this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

\_\_\_\_\_  
Amy Trachte, Commissioner  
Date:\_\_\_\_\_

\_\_\_\_\_  
Angela Stubblefield, Commissioner  
Date:\_\_\_\_\_

\_\_\_\_\_  
Jim Zoll, Commissioner  
Date:\_\_\_\_\_

\_\_\_\_\_  
Jenny Jones, Commissioner  
Date:\_\_\_\_\_

\_\_\_\_\_  
Eric Heintzinger, Commissioner  
Date:\_\_\_\_\_

Attested:

\_\_\_\_\_  
Ashley Winter, District Secretary





**ENUMCLAW FIRE DEPARTMENT  
2021 Consolidated Tax and Fee Schedule**

	Authorization		Rate/Fee
	Reference	Date	
<b>Taxes</b>			
<b>Property Taxes</b>	Res # 2020-11	11/18/2020	\$1.500
Rate is about 99.7% of Enumclaw Fire Departments Maximum Statutory levy, approximately \$1.497 per \$1,000 of assessed value of real and personal property as determined by the King County Assessor.			
<b>Permit Fees</b>			
<b>Annual Burn Permit</b>			\$30
		60+ Years of Age	\$15
<b>Field House Permits</b>			\$15
<b>Event/Show Permits</b>			\$85
<b>Inspection Fees</b>			
<b>Annual Fire Inspection Fee</b>			No Charge
<b>Event/Show Inspection Fee</b>			\$45/Hr
<b>Development Inspection Fees</b>			
<b>Fire Marshal Plan Review &amp; Inspection Fees (New Construction &amp; Tenant Improvements)</b>			
Building Plan Review & Inspection Fee	Enumclaw Municiple Code 16.26.070		
Fee applies to Process 1 building permits for which the Fire Marshall does building plan review. A Fire Marshal review is normally required for non single family residential permits and for special permits as required by the Fire Code. The Fire Marshal reviews each project and submits plan review time and an estimated inspection review time.			
		Initial Inspection	\$108/Hr
		Re-Inspection	\$108/Hr
<b>Engine Company Level Re-Inspection Fee</b>			
1st Re-Inspection-Conducted 30 days after initial engine company level inspection		1st Re-Inspection	\$60
2nd Re-Inspection-Conducted 44 days after initial engine company level inspection		2nd Re-Inspection	\$85
3rd Re-Inspection-Conducted 58 days after initial engine company level inspection		3rd Re-Inspection	\$120
4th Re-Inspection-Conducted 44 days after initial engine company level inspection		4th Re-Inspection	\$150



**ENUMCLAW FIRE DEPARTMENT  
2021 Consolidated Tax and Fee Schedule**

	Authorization		Rate/Fee
	Reference	Date	
<b>Charges for Services</b>			
<b>Transport Services</b>	Res # 2015-009		
KCFD28 provides medical transport services, the fee will benefit the community by helping maintain KCFD28 current programs and level of emergency services provided.	Res # 2015-010		\$839.88 + \$17.24/Mile
<b>Non-Emergent Medical Response</b>	Res # 2015-007		
Washington State Fire Chiefs Association has established a fee schedule for recovery of costs incurred for non-emergent 911 calls.			State Chief's Rate
<b>Out of District Response Service</b>	Res # 2010-004		
RCW 52.12.131 authorizes fire protection districts to assess fees and charges for the provision of emergency medical services, so as to reimburse the district for the cost of providing such services			State Chief's Rate
<b>Event EMS Service</b>			
(2) EMT Basic Qualified Emergency Medical Technicians, (1) State licensed Basic Life Support Unit, 3 Hour Minimum			State Chief's Rate (Base Price (0-3 Hours) + each additional hour)
<b>Other Charges for Services</b>			
<b>Public Disclosure Duplicating Fees</b>			
Copies of written records, maps, photographs including slides, audio tape recordings, video tape recordings, and disks shall be made and provided by the District upon request and payment of the actual cost of reproducing the same, including labor and mailing costs. Items that are copied by an outside vendor shall be subject to the vendor cost plus any mailing charges.			
Photocopying			15 cents/page - B & W
Scanning			25 cents/page - Color
Creation or Duplication of Video/Audio/DVD/CD or Recordings			10 cents/page
Duplication of Photographs			\$15.00
			\$10 per request plus actual cost of duplication charged by 3rd party
<b>Returned Check Penalty</b>			\$25
<b>Fines and Penalties</b>			
<b>False Alarm Fines</b>	Res # 2015-007	7/6/2015	
First False Alarm	Enumclaw Municipice Code 16.26		No Fine, Warning
Second False Alarm			No Fine, Warning
Third False Alarms			\$135
Fourth & any excessive			\$270
<b>Late Penalties</b>			
All invoiced fees shall be due and payable on or before the thirtieth day after receipt of an invoice. A late penalty payment equal to one percent of the delinquent unpaid balance, compounded monthly, shall be assessed on the delinquent unpaid balance.			1% per month with \$5.00 monthly min