

NORTH HIGHLINE FIRE DISTRICT COMMISSIONERS MEETING



January 21, 2016

As there was no quorum on January 18, 2016, the North Highline Fire District Fire Commissioners' Meeting for January was continued to January 21, 2016 and called to order at 7:00 PM by Commissioner Liz Giba with Commissioner Julie Hiatt present.

Also in attendance were:

Dominic Barrera
Neil Blindheim
Jason Cole
Janise Hansen

Gill Loring
Mike Marrs
Bob Price
Pat Price

Charlotte Ryan
Andrea Schneider
Brian Snure

Chief Marrs led the Pledge of Allegiance.

Julie Hiatt moved to accept the meeting agenda as presented. Liz Giba seconded.
Motion carried (2-0).

Oath of Office

Brian Snure administered the Oath of Office to newly-elected Commissioner, Dominic Barrera.

Election of Officers

Commissioner Hiatt moved to nominate Liz Giba as Board Chair. Commissioner Barrera seconded. Motion carried (3-0).

Commissioner Giba moved to nominate Julie Hiatt as Vice-chair. Commissioner Barrera seconded. Motion carried (3-0).

Fire Benefit Charge Presentation

Neil Blindheim (Interface Systems Management Consultants) introduced himself to the Board, and gave a PowerPoint presentation on the process of developing the Fire Benefit Charge (FBC) database. A copy of the presentation is on file with the minutes.

After he completed his presentation, he asked if the Board had any questions. Commissioner Giba asked that if an appeal is granted, would it go on forever. Mr. Blindheim replied that he would tag the record if it were to have perpetual value. Commissioner Hiatt asked if he could provide a summary list of all exempt properties in our fire district. Mr. Blindheim said he would provide a list of exempt properties. Commissioner Giba noted that many of our residents do not have internet access and asked Mr. Blindheim to include information about low-income and senior exemptions on future benefit charge notifications to taxpayers. Mr. Blindheim agreed.

The Board thanked him for his informative presentation and excused him from the remainder of the meeting.

Auditor Exit Conference

Janise Hansen introduced herself and Jason Cole to the Board. She explained that the purpose in attending this evening's meeting was to share the results of the North Highline Fire District 2014 audit. They discussed the areas they reviewed (accountability and financials) and provided suggestions how we could improve. A copy of the Auditor's Exit Conference document is on file with the minutes.

Meeting Minutes

Julie Hiatt moved to accept the minutes of the December 21, 2015 minutes as presented. Dominic Barrera seconded. Motion carried (3-0).

Accounts Payable

Julie Hiatt moved to approve Vouchers 1601101 through 1601337 totaling \$346,146.09. Dominic Barrera seconded. Motion carried (3-0).

Correspondence

- **Legislative Day, Thursday, January 28**

This annual event provides an opportunity to discuss issues with legislators that directly impact the fire service. Anyone wishing to attend should contact the Secretary who will register him or her. A copy of the notice is on file with the minutes.

Public Comment

Gill Loring, a citizen of the District, asked about Medic 1 calls in the area. Chief Marrs said that while North Highline medic calls were lower this past year, Burien's were higher; and we responded to approximately 9700 calls between the four stations last year. The closest Medic unit is currently based out of SeaTac Station 47, but they are looking into the possibility of moving into the new Station 28 in Burien.

Commissioners' Report

Commissioner Giba reported that the "Empty Bowls" fundraiser benefiting the White Center Food Bank will be held this Friday at the Burien Community Center. They will be providing both a lunch or dinner option for \$15, and you get to keep the bowl donated by the Moshier Art Center.

Financial Reports

Chief Marrs presented the December 2015 Treasurer's and Cash Flow Reports. Total revenue for the year was 100% what we had budgeted, and the expenses were 97% of the budget. Copies of the financial reports are on file with the minutes.

Chiefs' Report

- **Personnel**

A firefighter who is currently on light duty due to an on-the-job injury will not return to shift for at least another month.

Our new hire is progressing well at the South King County Training Consortium's Recruit Academy, and we are happy with the feedback. There are seven recruits and seven instructors, so they are getting in-depth training.

After an extended leave of absence, Amy Benner has resigned her position from District 2.

- **Other**

We are looking at some major electrical and drainage upgrades to install new bunker washers at Station 18 and 19. Because Station 19 lies within Burien, we've asked the City's electrical inspector to look at Station 19.

We are finding it difficult to get roofers to give us estimates to repair the roofs at both stations.

We have also been contacted by Jim Nelson (D.A. Davidson & Company) regarding refinancing our bond. We will look into it to see if there would be any savings to do so.

Attorney's Report

No report.

Unfinished Business

Chief Marrs reported that District 2 adopted the interlocal agreement between North Highline and District 2 allowing North Highline to use their vendor list (see minutes of 11/16/2015 and 12/21/2015).

Chief Marrs asked if the Board had any questions regarding the North Highline/Fire District 2 revised contract which was presented at the last meeting. Hearing no additional discussion, Julie Hiatt moved to adopt the 2015 Restatement between North Highline Fire District and King County Fire District 2 as presented. Dominic Barrera seconded. Motion carried (3-0). A copy of the contract is on file with the minutes.

A discussion was then held regarding the possibility of having a joint awards banquet with District 2. Commissioner Hiatt said that because she is on the committee to promote the two fire districts (see minutes of 12/21/2015), it seemed like a logical step; and she asked for permission to draft a letter to the District 2's Board. After some discussion, it was decided that Commissioner Hiatt would write a letter to District 2's Board regarding a joint banquet with a target date of the first Saturday in December.

New Business

Due to the Presidents Day holiday falling on our next regularly scheduled meeting date, the Board decided to continue the meeting to Monday, February 22, 2016 at 7:00 PM. The Fire Benefits Charge Hearing will also be held at that time.

Good of the Order

Both Commissioners Giba and Hiatt welcomed Commissioner Barrera to the Board.

Executive Session

None

As there was no further business, Julie Hiatt moved to adjourn. Dominic Barrera seconded. Motion carried, and the meeting adjourned at 8:17 p.m.

Respectfully submitted,


Secretary of the Board


Chairman, Commissioner


Commissioner


Commissioner