

Board of Fire Commissioners Meeting Minutes

9811 Chapel Hill Road, Lake Stevens, WA

September 16, 2009

0930 hours

CALL TO ORDER

Chairman Lorentzen called the meeting to order at 0933 hours.

ROLL CALL

Chairman Lorentzen, Commissioner Foster, Chief Faucett, DC Lingenfelter, Leah Schoof, Councilmember Kathy Holder, Laura Kipp and Laana Larson. Commissioner Elmore was an excused absence.

ADDITIONAL AGENDA ITEMS

None

MINUTES

Minutes 09-09-03

Motion to approve the September 3, 2009 Commissioner Meeting minutes as submitted.
Motion by Commissioner Foster and 2nd by Chairman Lorentzen.
Vote Passed. Commissioner Elmore was an excused absence.

FINANCIAL REPORT

Chief Faucett commented that Commissioner Elmore had asked about the overtime expenses. A portion of it was normal overtime expenses; however it also included overtime expenses for Aquafest and the Triathlon. He confirmed we will get reimbursed for the Triathlon expenses.

Investment Report

Vouchers

Motion to approve expense vouchers 0909033 through 0909075 in the amount of \$50,772.68 as submitted.
Motion by Chairman Lorentzen and 2nd by Commissioner Foster.
Vote Passed. Commissioner Elmore was an excused absence.

Motion to approve capital vouchers 0909004 through 0909011 in the amount of \$23,832.76 as submitted.
Motion by Chairman Lorentzen and 2nd by Commissioner Foster.
Vote Passed. Commissioner Elmore was an excused absence.

Payroll

Motion to approve September 2009 Payroll in the amount of \$335,540.11 as submitted.
Motion by Chairman Lorentzen and 2nd by Commissioner Foster.
Vote Passed. Commissioner Elmore was an excused absence.

Budget Report

CORRESPONDENCE

None



Phone: 425.334.3034
Fax: 425.334.6981
www.lsfire.org

"Touching Lives Today ~ Planning for Tomorrow"

Fire Commissioners:
Troy Elmore, Dan Lorentzen, Vern Foster
Fire Chief Gary L. Faucett

9811 Chapel Hill Road
Lake Stevens, WA 98258

OLD BUSINESS

Discussion

Labor and Industry Report

Leah Schoof explained we received a letter from L&I notifying us that our payment was behind an entire quarter and that we would be incurring a penalty of \$1,400. We now have a procedure in place which should prevent this from occurring in the future.

Chief Faucett commented it is important for the Commissioners to know that there was a penalty fee assessed.

Public Records Request

Chief Faucett commented this project is complete. District Secretary/Legal Counsel Brian Snure reviewed every document that we sent to them. There is a discrepancy with our policy language and what the law says. District Secretary/Legal Counsel Brian Snure will address this at our next Commissioner Meeting.

South Lake Center Update

Chief Faucett commented that McCourt understands he took more furniture from our buildings than he should have. We have sent him a letter and met with him as well. McCourt acknowledges he needs to reconcile this issue. We have visited the furniture company that he has worked with and chosen the furniture that we feel would be comparable. Chief Faucett will be meeting with McCourt and we will see where it goes. Chief Faucett commented he is encouraged by McCourt's agreement to reconcile and make things right.

Chief Faucett commented we are still working on the inside and outside eaves as well as pressure washing.

DC Lingenfelter commented we have all the paint numbers and most of the painting to be done inside is touchup. We also still have some issues with the carpeting to be addressed. We are taking it one day at a time.

Chief Faucett commented the carpet is a big issue. We thought it could be repaired and that didn't work. We have to decide whether we are going to tolerate the ripples or replace the carpet.

Chairman Lorentzen commented the administration building should be a priority and we should go ahead and replace it.

Chief Faucett commented he tends to agree and is currently looking at quotes to take care of this. It would certainly be easier to take care of this before we move into the building.

DC Lingenfelter commented it is possible the conference center carpet may have been installed differently.

Chief Faucett commented that we have agreed to exchange signs with McCourt at his expense and he will pay for the LSF signage on the three panels of our sign. This is not to be done until we settle on the furniture agreement with him.

DC Lingenfelter commented the Garbage Contract is signed. They were initially billing us for the entire complex and it has been taken care of.

Chief Faucett commented the elevator has been fixed. We will have to arrange quarterly inspections and annual inspections.

Chairman Lorentzen suggested that we check under state bid for these services.

Chief Faucett confirmed that landscaping is in process. Department of Corrections came out and did a tremendous amount of work in one day; however they are not landscapers. Jeff Faucett's Lawn Care Service is going to take care of the property through the fall.

Chairman Lorentzen suggested we look at an outside bid to take care of this in the future.

Chief Faucett commented that BC Huff has been assigned to work through the details of the conference center. It is a good thing the building is wired and yet there are items we still need to purchase. We need to keep in mind we are still equipping our Administration and Conference Center for the Emergency Operations Center. The generator is going to be a large cost, as we will need to power all three buildings.

Chief Faucett commented we have been contacted by a company considering a three year lease with 1-2 years to follow and they are very serious. Their offer could be effective as early as October 1, 2009. With this in mind Chief Faucett contacted Jan Berg to see if they are still interested in leasing the building which they could use temporarily while they build the civic center. Jan Berg will get back to us early next week.

Chairman Lorentzen commented we are not even ready to get our own staff moved in.

DC Lingenfelter commented their offer is to use the building as is.

Chief Faucett has told this company we are currently talking with the city.

Chairman Lorentzen commented it seems Building D would give the city plenty of room.

Chief Faucett commented SnoPac is the other company that has approached us about using Building D for 1 1/2 years; however they are not able to pay leased rates.

Chief Faucett commented we would be able to arrange the building to the leaser's desires which would allow a lot of flexibility for the city.

Action

None

NEW BUSINESS

Discussion

2010 Budget

Chief Faucett commented we are behind on the 2010 budget and we will be pulling it together fairly quickly.

Action

Promotional Policy 094

Chief Faucett explained our current policy is not consistent with the job announcement. The policy goes beyond the minimums and the classes suggested are no longer available. There is a conflict between the job descriptions and the collective bargaining agreement.

Chairman Lorentzen asked if we should consider amending Policy 094 to refer to the current CBA.

Chief Faucett recommended that we revoke the promotional requirement policy.

Motion to revoke the Promotional Requirements Policy 094 to reflect the current collective bargaining agreement.
Motion by Chairman Lorentzen and 2nd by Commissioner Foster.
Vote Passed. Commissioner Elmore was an excused absence.

Resolution 2009-12 Commissioner Meeting Date Changes

Motion to approve Resolution 2009-12 Commissioner Meeting Date Changes as submitted.
Motion by Chairman Lorentzen and 2nd by Commissioner Foster.
Vote Passed. Commissioner Elmore was an excused absence.

Resolution 2009-13 Surplus Inventory

Motion to approve Resolution 2009-13 Surplus Inventory as submitted.
Motion by Chairman Lorentzen and 2nd by Commissioner Foster.
Vote Passed. Commissioner Elmore was an excused absence.

The next regular Commissioner Meeting is Tuesday, October 6th at 9:30am located at 9811 Chapel Hill Road, Lake Stevens.

CHIEF'S REPORT

Prevention Report prepared by FM Marshall

DC Lingenfelter commented the new smoke exhausts are currently being installed at Station 81.

Chief Faucett confirmed that we did not receive the public educator grant this year.

GOOD OF THE ORDER

Commissioner Foster commented it is a beautiful day.

Chairman Lorentzen thanked everyone for their help.

Laura Kipp commented she is here to finish preparations for the audit at the request of Chief Faucett.

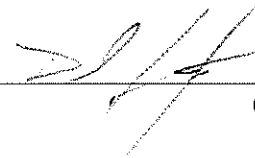
EXECUTIVE SESSION

None

ADJOURNMENT

Motion to adjourn the meeting at 1039 hours.
Motion by Commissioner Foster and 2nd by Chairman Lorentzen.
Vote Passed. Commissioner Elmore was an excused absence.

Minutes respectfully submitted by Laana Larson, Communications Director.



Chairman Dan Lorentzen

Commissioner Troy Elmore



Commissioner Vern Foster