



BOARD OF FIRE COMMISSIONERS SPECIAL JOINT MEETING MINUTES LAKE STEVENS FIRE / FIRE DISTRICT 7

Fire District 7 Station 31 Training Room
163 Village Court, Monroe, WA 98272

April 18, 2019

1730 hours

CALL TO ORDER

Chairman Elmore and Chairman Waugh called the meeting/workshop to order at 1730 hours.

PLEDGE OF ALLEGIANCE

ATTENDANCE

Lake Stevens Fire: Chairman Elmore, Vice Chair Steinruck, Commissioner Gagnon, Chief O'Brien, Deputy Chief Huff, Deputy Chief/Fire Marshal Messer, Director of Finance & Administration Leah Schoof, Frank Lawhead, Derek Michel, and Communications Director/District Secretary Laana Larson.

Fire District 7: Chairman Waugh, Commissioner Schaub, Commissioner Wells, Commissioner Fay, Chief Meek, Deputy Chief Dorsey, Human Resources Director Pamela Holtgeerts, Rice Fergus and Miller, various members from the District, and District Administrative Coordinator Denise Mattern.

Excused: Fire District 7 Vice Chair Snyder and Commissioner Woolery.

CAPITAL PLANS

Chief Meek commented the purpose of this meeting is to bring the Commissioners together on our capital projects.

Chief O'Brien commented this meeting is a kick off to developing a 15-year plan for our districts. Then we will schedule field trips (not a quorum) and visit both districts to become familiar with the lay of the land. Staff will then work with the architects to develop a new plan to present to the Board possibly in September, noting priorities and timelines.

Deputy Chief Messer distributed the LSF Preliminary Facilities Evaluation and reviewed call volume, staffing, capacity of stations (Lake Stevens Fire is actually at capacity), and unit reliability. He also introduced the proposal for Station 84.

Deputy Chief/Fire Marshal Messer introduced Frank Lawhead and Derek Michel.

Frank Lawhead gave an overview of the facility plans for all four Lake Stevens Fire stations. Station 81 will need some upgrades, Station 82 serves adequately, Station 83 will need upgrades, and the plan for Station 84 will be a campus for a response station, maintenance facility and/or administration.

Station 81 is a unique site. We would like it to be capable of handling the call volume it receives today. We are considering a four-bay response station.

Station 83 has its unique issues, especially with the location of the flood plain. We are considering a smaller remodel including the addition of a small training room.



Station 84 could potentially be a three-building complex. Property is difficult to acquire at this time. We are considering an 11,300 square foot facility for a three-bay response station; a 6,000 square foot facility that would include a maintenance office and shop areas; and a 6500-7500 square foot facility for administration.

Commissioner Schaub asked about the plans for Station 84 including a shop and administration facility. We don't want to double up on facilities if we don't need to.

Chief O'Brien commented our site for Station 84 is about half the size of the original concept and it would no longer accommodate a shop. We are now considering a fire station and another facility yet to be determined.

Commissioner Fay asked about a satellite shop.

Deputy Chief/Fire Marshal Messer commented he is working with Steve and John regarding the shop, and a satellite station is being considered.

Chairman Waugh asked about bringing everyone to one location. Something already built would be less expensive than building a facility.

Chief Meek commented the presentation from Lawhead was based on pre-merger talks, and we are currently having the discussion as to what we will do with the Station 84 campus. Our intent is to go through this process, and then prioritize and present what we believe is the best approach.

Chief O'Brien commented our plans are to build a new Station 84, a new Station 81, and upgrade Station 83.

Chairman Waugh asked how do we determine the priorities. What are the criteria for safety and efficiency?

Chief Meek commented tonight our goal is to show the paths we have been down; look at the various station locations; and make sure we are on track with the Board's vision. This is a picture of what today looks like and an opportunity to consider some proposals.

Commissioner Fay asked in regards to the current stations in Lake Stevens, what are the percentages with each station.

Deputy Chief Huff commented he will forward the report that justifies the daytime aid car, with combined fire and EMS numbers.

Chief Meek commented our standard of cover showed us that uncrossed staffing was more effective than building another station. We will do our best to plan, though we can't erase borders.

Chief Meek commented we have six fire stations with Fire District 7 and he introduced Rice Fergus Miller who they have been working with.

Dave commented Rice Fergus Miller was hired on an on-call basis to handle projects as they came up. Station 32 is currently on hold. It needs improvement, it is too small and it has operational issues. Do we remodel, replace or relocate? The District is working on plans for this.

Commissioner Fay asked if it is feasible to rebuild on this site.

Dave commented yes, at this point we think it is feasible to rebuild. We still need to define the program for that station.

Commissioner Fay asked if we wanted to move to a new site, how much space would we need?



Dave commented two acres of buildable area would be ideal. The acreage would depend on how much of the land is actually buildable.

Station 76 will be an interior remodel project. It is partially owned by the City of Mill Creek. It is a tight space to work with and yet a very busy station. We are waiting to hear how negotiations go with the City of Mill Creek.

Station 72 was considered for a small remodel in the back but it was found to be too expensive and hard to justify, along with the operational deficiencies of the station. If we scraped the building and started over, the budget estimate is 9 million plus. Inflation will affect the cost, and we still need to set the timeline.

Chief Meek commented Station 72 was built to be expanded, though when the assessment came in it was cost prohibitive.

Dave commented Station 72 will be a huge problem regarding operations during construction. A temporary station is very expensive, and we are not sure what the answer will be for maintaining operations during construction. We are still waiting for direction on which way you will want to go with this station.

Dave commented we have determined the location of Station 82 is great and Station 31 has a deferred maintenance project with the asphalt. The Administration Building has a roof that leaks, and we don't have the construction cost for this yet. We just need to identify the steps we want to take. He recommended we replace the shingles and redo the roof first, and leave the HVAC units for now.

Chief Meek commented this roof issue was identified when we purchased the property for Administration.

Dave presented a plan for a regional training campus on a piece of property with Fire District 7. The police were involved with the initial planning, as well as search and rescue. The long range plan was 76 million (10 years ago); building incrementally, not all at once. Training area by training area; with a long range vision for the entire piece of property.

Chairman Elmore commented the county training consortium has looked at this, and it really is the best looking location right now for a training academy.

Chief Meek commented it is 53 acres, and 29 acres are developable.

At 1850 hours both Chairman Elmore and Chairman Waugh called for a 10 minute break.

EXECUTIVE SESSION

At 1900 hours Chairman Elmore requested an executive session to consider the selection of a site or the acquisition of real estate by purchase pursuant to RCW 42.30.110 (1) (b) for 25 minutes with no expected action. Executive session included Chairman Elmore, Vice Chair Steinruck, Commissioner Gagnon, Chief O'Brien, Deputy Chief Huff, Deputy Chief/Fire Marshal Messer, Director of Finance & Administration Leah Schoof, Chairman Waugh, Commissioner Schaub, Commissioner Wells, Commissioner Fay, Chief Meek, and Human Resources Director Pamela Holtgeerts.

At 1925 hours Chairman Elmore and Chairman Waugh reconvened the open public meeting and Lake Stevens Fire Commissioners moved forward with the following motion.

Motion to proceed with the purchase of the Petersen Property as presented.
Motion by Vice Chair Steinruck and 2nd by Commissioner Gagnon.
Vote Unanimous.

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ADJOURNMENT

Motion to adjourn the meeting at 1926 hours.
Motion by Vice Chair Steinruck and 2nd by Commissioner Gagnon.
Vote Unanimous.

Chairman Waugh adjourned the meeting at 1926 hours.

Minutes respectfully submitted by Laana Larson, Communications Director/District Secretary.

Chairman Troy Elmore

Vice Chair Jim Steinruck

Commissioner Paul Gagnon

Chief Kevin K. O'Brien