

**MINUTES OF THE MARCH 21, 2017 REGULAR MEETING
OF THE BOARD OF COMMISSIONERS OF KING COUNTY FIRE DISTRICT
NO. 2**

A regular meeting of the Board of Commissioners of King County Fire District No. 2 was held at Headquarters Station 28 on March 21, 2017, commencing at 5:00 p.m., pursuant to proper notice. District officials in attendance were: Commissioners Elwell, Hobbick and Sitterley, Chief Mike Marrs and District Secretary Joseph Quinn. Others in attendance are as shown on the Attendance Roster, attached.

Call to Order. The meeting was called to order at 5:05 p.m. by Commissioner Elwell who led the Pledge of Allegiance to our flag.

Presentations/Announcements. The following announcements were made:

- (1) Announcements:
 - (a) March 25, 2017 - WFCA Saturday Seminar in Ocean Shores
 - (b) April 8, 2017 (9:00 a.m. to 2:00 p.m.) - KCFC Saturday Seminar at Station 28 on Benefit Charges. [Special Note - postponed to April 29, 2017]
 - (c) April 17, 2017 - Due date for Commissioners to file a Personal Financial Affairs Statement (F-1) with the PDC.

(2) Presentations: None.

Correspondence. None.

Public Comment. None.

Local 1461 Comment. None.

Administration Reports. Chief Marrs delivered the Chief's Report as follows:

Facilities. Chief Marrs updated the Board on the sale of old Station 28, stating that the feasibility period ends on April 8th. Dan Mathews has said there is really nothing new. At the Burien City Council apparently someone said they were "turning it into a homeless shelter." At some point the District should inform the City that is not correct. The building is for sale to private parties who will determine the use in accord with local zoning laws. Dan Mathews is adamant that such a shelter would not be the highest and best use and not in keeping with the downtown core. The 90-day extension of the listing agreement with Kidder Mathews ends on March 31st. It is not automatically extended.

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Chief Marrs mentioned that the vouchers included the large payment of approximately \$767,000.00 to North Highline Fire and the Doug Luedeman cashout. The financial report also shows the transfer from reserves and so there is a motion under New Business to transfer up to \$1.1 million to cover payment of expenses through March.

Chief Marrs reported on the progress of the audit by the Department of Retirement Systems as to the payroll. The preliminary audit report is due soon. The auditor has looked pretty closely at compensatory time records and found some problems as with other fire districts recently audited. Also holiday buyback has been questioned and reportable compensation is closely examined. We have given the auditor a lot of ADP data, the Chief said. We expect some errors will be found, especially with comp time. The auditor said no fire district seems to do comp time correctly and they are all a bit different. The holiday buyback program only goes back five years. DRS is auditing records that go back relatively far; with Maple Valley Fire they went back to 2000. With regard to holiday buyback the DRS wants that tied to specific, named holidays, such as July 4th or Christmas, i.e. December 25th and not to floating holidays or a bank of holiday leave. Commissioner Elwell asked if there is an appeals process or whether the fire service in general should be strategizing about DRS audits. Chief Marrs discussed the possibility of settlement.

Equipment. N/A.

Personnel. Chief Marrs said he might be out of town for a week around April 4th, the next board meeting date. Commissioner Sitterley also said he will be in Alaska from April 2nd to April 6th. Consideration will be given to cancelling or re-scheduling that first board meeting in April.

The three new hires at the Fire Academy are doing well. More will be reported next week.

Due to annual reports and other work, it appears that Diane Brooks will be working at least through April. The annual report for 2016 will have to be done manually and not with BIAS software yet.

There is a motion later in the meeting to make the offer to David Dilley as the Assistant Chief as the job description and employment contract are ready to go. Commissioner Elwell asked if the emphasis on labor relations and operational duties are in the job description and Chief Marrs said that has been made clear to David Dilley.

Events. Chief Marrs reported on the landslide down near Hidden Valley, the site of about twelve waterfront homes. The road is impassable creating

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serious fire service problems. Options were discussed for providing the best service possible under the extremely limited circumstances as to truck access. A warning letter from the fire department was also discussed to ensure the residents know that their situation is somewhat perilous and that the department cannot provide its normal rapid response with full resources.

Consent Agenda. The Consent Agenda, all of which was approved unanimously, upon a motion made by Commissioner Sitterley and seconded by Commissioner Hobbick, consisted of the Chief's Report, the minutes of the Regular Meeting of March 7, 2017, and Voucher Approval for March: Expense Fund: *No. E17-154 through No. E17-218* in the amount of \$1,691,320.56, due for payment March 31, 2017.

Executive Session. None.

Unfinished Business. None.

New Business. 1. Motion: Offer of Employment - Assistant Chief Position

Commissioner Sitterley moved, and Commissioner Hobbick seconded, a motion to authorize Chief Marrs to make an offer of employment for the position of Assistant Chief to David Dilley and to accept the Assistant Chief Job Description and Employment Contract as presented by Chief Marrs. The start date for the position is April 1, 2017, with a probationary period of six months. Motion carried, 3-0.

2. Motion: 2017 Budget - Authorize Transfer from Reserve to Expense Fund.

Commissioner Sitterley moved, and Commissioner Hobbick seconded, a motion to authorize the transfer of up to \$1,100,000.00 from the Reserve Fund into the Expense Fund for payment of expenditures through March 2017. Motion carried, 3-0.

3. Motion: Bunker Gear Purchase.

Commissioner Sitterley moved, and Commissioner Hobbick seconded, a motion to authorize Chief Marrs to purchase a second set of bunker gear for the three new firefighters and for one volunteer firefighter, for a cost of \$9,044.26 including Washington State Sales Tax. Motion carried, 3-0.

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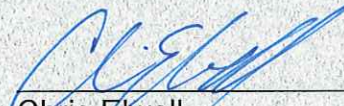
Good of the Order. Commissioner Hobbick thanked those firefighters who participated in the recent Columbia Tower Stairclimb.

Adjournment. It was moved and seconded to adjourn the meeting. Motion carried, 3-0. At 6:50 p.m., after the Board reviewed and approved any necessary papers and/or vouchers, the meeting was adjourned.

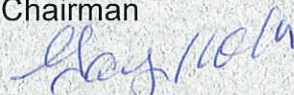
Attachments. Attached to these Minutes are copies of:

1. the Meeting Notice
2. the Meeting Agenda
3. the Attendance Roster
4. the Financial Report
5. Photo of landslide
6. Job Description for AC

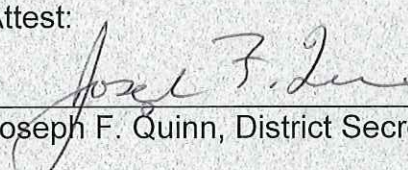
Minutes Approved: April 18, 2017.



Chris Elwell
Chairman



Gary Hobbick
Commissioner

Attest:


Joseph F. Quinn, District Secretary



Ted Sitterley
Commissioner

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