

# NORTH HIGHLINE FIRE DISTRICT COMMISSIONERS MEETING



**December 6, 2011**

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The first regular meeting of the North Highline Fire District Board of Fire Commissioners for December was called to order at 10:00 a.m. by Chairman Wayne Alishokis with Commissioners Ray Austin and Liz Giba present. Also in attendance were Gary Coy, Gil Loring, Skeet Knowles, Mike Marrs, Bob Price, Charlotte Ryan, and Brian Snure.

Commissioner Austin led the Pledge of Allegiance.

Brian Snure (department attorney) administered the Oath of Office to newly-elected Board member, Liz Giba.

Ray Austin moved to approve the meeting's agenda as presented. Liz Giba seconded. Motion carried (3-0).

The Secretary presented an authorized signatures form. The document authorizes the Secretary as the district's auditing officer and the Board and Chief as authorized signatures to approve vouchers for payment.

## Consent Agenda

- Minutes of November 1, 2011 regular meeting
- Expense Fund Vouchers No. 11024 through 11108 in the amount of \$333,515.08
- Expense Fund Vouchers No. 12001 through 12029 in the amount of \$68,818.17

Ray Austin moved to approve the consent agenda as presented. Liz Giba seconded. Motion carried (3-0).

### Correspondence

#### **Washington State Boundary Review Board (BRB)**

A hearing will be held Monday, January 9, 2012 at 7:00 PM regarding the proposed "Y" area annexation. Written comments are to be submitted to the BRB by December 23, 2011. Mr. Snure will discuss this subject in his report.

#### **WFCA/WFC Joint Legislative Day**

This year's event will be held Wednesday, January 25. Those board members wishing to attend should contact the Secretary who will submit their registration.

### Public Comment

Gil Loring, a citizen of the district, congratulated Liz Giba on her successful election. He also said that he was pleased to see two topics on the agenda: 1) Seattle Public Utilities fire hydrants and 2) revisiting the regular meeting schedule.

Gary Coy introduced himself as a resident and Water District 2 commissioner. He also congratulated Ms. Giba on her successful election stating that she will be a great asset to the North Highline Fire District Board, and he looks forward to working with her as a water commissioner.

### Commissioners' Report

Commissioner Austin reported that a red-lined tentative agreement (TA) with IAFF #1810 was provided to each Board member. The TA does not contain any great changes, but it has been negotiated to be closer in line with District 2's (IAFF #1461) contract. Commissioner Austin suggested each Board member read through the document, bring any questions to either himself or Chief Marrs, and the topic could then be placed on the next meeting's agenda.

### Local #1810 Report

No report.

### Financial Reports

Both the Fund Expense Report (through 10/31/11) and the Expense Report (through 11/30/11) were discussed. Chief Marrs said that as the year comes to an end, we are over on some line items and under on others. He explained that North Highline's budget does not have a lot of "wobble room," and he has two items of concern: 1) the

amount expended for overtime, and 2) the amount of carry-over to cover expenses until property taxes are received in April 2012.

### Chiefs' Report

Chief Marris explained that while this meeting was an exception, he usually sends out a draft Chief's Report prior to meetings for the Board's review. He reported on the following topics:

- **Facilities**

The Station 19 lease agreement was approved by District 2 at their last meeting. It has been placed under Unfinished Business for North Highline's signature.

- **Equipment**

The titles to all asset transfer vehicles have been transferred to District 2, and they have been removed from North Highline's insurance policy.

- **Personnel**

A joint Battalion Chief test is scheduled for Tuesday, December 20. We need to appoint a commissioner representative to the selection committee to make a final recommendation. Commissioner Giba asked the Chief to elaborate on the testing process. Chief Marris explained the selection process and the "rule of three." Commissioner Austin volunteered to be the North Highline Board representative for the testing process.

The Chief reported that we have two injured firefighters. One is still off with a back injury, and the other is off on L&I time-loss surgery.

- **Events**

Chief Marris and Bill Harm (Burien Fire Marshal) met with King County Housing regarding a road width and sprinklers issue at Seola Gardens. They will have a follow-up meeting with the King County Fire Marshal this coming Wednesday.

The A-shift duty crew and Chief Marris attended the Steve Cox five-year remembrance event on Friday, December 2.

The State Auditor has been here for the past two weeks. She found a few items that we need to tighten up, which will be discussed at the soon-to-be-scheduled exit interview.

The Boundary Review Board (BRB) will hold a public hearing on Monday, January 9 at Cascade Middle School. Mr. Snure will talk about this under his report.

The joint (North Highline and District 2) Christmas Outreach delivery date is scheduled for Thursday, December 22 at 9:00 AM. We have over 50 local families

between both fire districts this year. We try to provide each family with a complete turkey meal as well as toys for their children.

### Attorney's Report

Mr. Snure handed out a draft memorandum regarding Burien's proposed "Y" area annexation. His report specifically addressed two concerns: 1) What are the consequences to the assets, liabilities and employees of North Highline Fire District if the proposed annexation is approved? and 2) What happens to the areas of North Highline not included in the proposed annexation?

An in-depth discussion was held regarding these two questions. Because the BRB will be holding a public hearing on January 9, 2012 and written comments must be to them by December 23, 2011, Mr. Snure asked the Board for direction. After further discussion, Mr. Snure was directed to draft a letter to the BRB supporting the annexation with certain, specified conditions.

### Unfinished Business

The Station 19 lease agreement was presented to the Board. District 2 approved and signed the document at their last meeting, and the deed has been recorded in King County. Chairman Alishokis signed the agreement on behalf of North Highline Fire District.

### New Business

A conflict between North Highline and District 2's next regular meeting (Chief Marrs cannot attend both of them at the same time) was addressed. After some discussion, it was decided to open North Highline's next regular meeting on Tuesday, December 20 at 6:00 PM and continue it to Thursday, December 22 at 7:00 PM.

The Board's regular meeting dates and times were next discussed. It was agreed that North Highline hold one regular meeting on the third Monday of each month. The Secretary was instructed to bring a Resolution amending the regular meeting date/time to the next meeting.

Commissioner Giba reported that Seattle City Council member, Tim Burgess, will be holding a meeting tomorrow with Seattle Public Utilities (SPU) to address the water supply problem experienced at the August 27, 2011 Arbor Heights fire. Because SPU also provides service to portions of North Highline and the City of Burien, she stated her concern that those areas also be included in any proposed improvements.

A discussion was held regarding SPU hydrants, pressure and flow, water mains, and how the utility's long-term capital improvement plans effect North Highline and Burien.

Executive Session

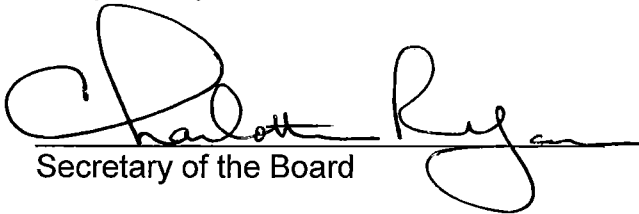
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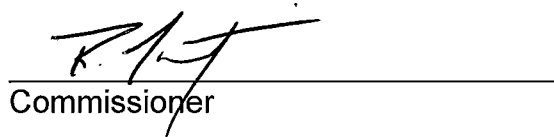
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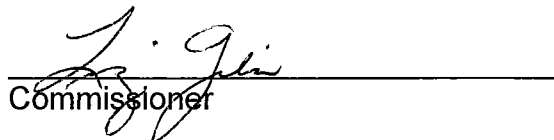
As there was no further business, the meeting adjourned at 11:40 a.m.

Respectfully submitted,

  
Secretary of the Board

  
Chairman, Commissioner

  
Commissioner

  
Commissioner