

# NORTH HIGHLINE FIRE DISTRICT COMMISSIONERS MEETING



## August 2, 2011

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The first regular meeting of the North Highline Fire District Board of Fire Commissioners for August was called to order at 10:00 a.m. by Chairman Wayne Alishokis with Commissioners Ray Austin and Rob Spreier present. Also in attendance were:

Roger Anderson  
Amy Benner  
Paul Fray  
Liz Giba

Chris Johnson  
Bob Lawson  
Gill Loring  
Ed Marrs

Steve Marstrom  
Gordon MacIvennie  
Charlotte Ryan  
Brian Snure

Chairman Alishokis led the Pledge of Allegiance.

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

### Consent Agenda

- Minutes of July 5, 2011 regular meeting
- Expense Fund Vouchers No. 07033 through 07105 in the amount of \$474,530.35
- Expense Fund Vouchers No. 08001 through 08027 in the amount of \$43,330.50

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

### Correspondence

See "Good of the Order"

### Public Comment

Liz Giba thanked North Highline Fire for participating in White Center Jubilee Days on July 16 and 17. She said that in spite of the weather, they almost broke even this year.

She then formally invited the Chief and Board to attend the North Highline Unincorporated Council meeting this Thursday at 7:00 p.m.

### Commissioners' Report

- Chairman Alishokis had no report.
- Commissioner Spreier had no report.
- Commissioner Austin said his report will be covered in the Chief's Report.

### Insurance Report

Our insurance agent, Gordon MacIvennie, introduced himself to the Board. He reported that North Highline's rates increased 5.2% this year due to our recent claims experience. He then went over some of the highlights of our policy. After a brief question and answer period, the Board thanked Mr. MacIvennie for his report and excused him from the rest of the meeting.

### Local #1810 Report

No report.

### Local #3780 Report

No report.

### Financial Reports

Chief Marstrom shared two financial reports with the Board.

#### 1) June 2011 Fund Balance Report

This report shows the balance in each of our funds through June, and it is right in line where we should be at this time.

**2) July 2011 Expense Report**

If our expenses continue at the current rate, we will have spent 99% by the end of the year. He then explained some of the line items that are considerably over budget.

**Chiefs' Report****• Department Staffing**

We still have one lieutenant off on extended sick leave. We don't have an estimate when he will return to work, but it will not be before the first of September.

Firefighter Ansel retired July 31 after 34 years' service. As with the others that have retired this year, we will present a plaque to him to honor his service at a future meeting.

Our newest firefighter, Charles Dow, began work at Station 18 yesterday. He is assigned to a day shift until he starts the State Recruit Academy on August 11. Chief Marstrom asked the Board for confirmation on the hiring of FF Dow per District policy. Ray Austin moved to confirm the hiring of Charles Dow. Rob Spreier seconded. Motion carried (3-0).

**• District 2 Service Contract**

Chief Marstrom discussed the progress of the negotiation control document. The most current version includes payment formulas, which he explained. He also explained a revision to the asset transfer agreement. As proposed, we will not be transferring a fire engine and its related equipment. This causes the cash transfer to be higher. This will not change the total agreed-to transfer amount.

After a discussion regarding the proposed contract duration date (June 30, 2013), Burien's annexation plans, and the "sliver on the river" issue, Chief Marstrom stated he and Chief Marrs will make a presentation to each of their Boards at their August 16 meeting. He explained that the Boards will need to take final action at their September 20th meeting in order for the contract to take effect October 1 (the beginning of the 4th quarter).

**• Lieutenant Promotional Exam**

The promotional committee has agreed that Jack Lyons be hired to conduct the Lieutenant's exam. His fee to conduct the test is equal to one month's beginning Lieutenant's salary, and he will give our 14 candidates both a written and tactical exams. Chief Marstrom asked for authorization to sign the contract with Mr. Lyons when the specific test dates are determined. Rob Spreier moved to give Chief Marstrom authorization to sign the contract with Jack Lyons. Ray Austin seconded. Motion carried (3-0).

- **Lighthouse Apartment Fire**

On Sunday, July 24, we responded to a massive apartment fire on Des Moines Memorial Drive. The incident was upgraded to a 2nd alarm before our units arrived at the scene, and upgraded again to a 3rd alarm moments after arrival. Resources from Burien, Tukwila, Renton, Skyway, Kent, South King, SeaTac, Port of Seattle (airport), and Seattle either assisted at the fire scene or provided coverage for our District.

Although many families lost their homes in the fire, Chief Marstrom stated that the outcome was successful because no firefighters were injured, only two residents were slightly hurt, and nobody died. The cause of the fire will be determined by the King County Fire Investigation Unit when it is safe for them to enter the premises. We will schedule a post-incident critique for everyone involved in the near future.

Chief Marstrom then complimented Acting Battalion Chief DeMan for his good job commanding the scene.

- **Burien Annexation Update**

On August 1, the Burien City Council received a financial report (conducted by Burk & Associates) regarding the feasibility of annexing the remaining North Highline unincorporated area. The report says that it would not financially harm Burien to annex the remaining area, largely due to the sales tax credit. The Council will be discussing the issue at their August 15 regular meeting.

### Attorney's Report

Brian Snure stated that although he was asked to prepare a report outlining the District's legal obligations should the "sliver on the river" be left out of any annexations, he has not yet done so. He asked the Board if he should start now or wait until an annexation process begins. After a brief discussion, it was decided that Mr. Snure's report could wait for now, but they would like it prior to any official stand by the District.

### Unfinished Business

Chief Marstrom was instructed to bring some recommendations regarding the Reserve Funds back to the Board (see minutes of 5/17/2011). Therefore, the Chief offered his suggestion to reorganize the funds into two sub-funds: 1: an Emergency Reserve Fund (combining the current Reserve and Medical Reserve Funds), and 2: a Capital Reserve Fund (combining the current Capital and Equipment Funds). He would like our attorney to draft the resolutions dedicating each fund's use.

After a discussion regarding the Chief's proposal as well as the money inherited from Ms. Costello (see minutes of 12/21/2010), Rob Spreier moved to have the Chief move

ahead with the fund reorganizations and have our attorney draft the necessary resolutions. Ray Austin seconded. Motion carried (3-0).

### New Business

Because there is a conflict with the next regular meeting time, Chief Marstrom presented Resolution No. 445 changing the time from 6:00 p.m. to 10:00 a.m. for the August 16 meeting. Rob Spreier moved to adopt Resolution No. 445. Ray Austin seconded. Motion carried (3-0).

### Good of the Order

We received four separate letters from King County EMS recognizing our personnel:

- **For performing a successful resuscitation:**  
FF's Bredl, Carter (2 times), Crossen, Cruz (2 times), Harvey, Johnson, Lemanu, Sykes, Rosenthal, Thorsteinson, and Lt's Ott (2 times), and Zimmerman (2 times).
- **For recognizing a boy in anaphylaxis and correctly administering an EpiPen:**  
FF's Briggs, Meagher, and Harvey.

Copies have been placed in their personnel files.

### Executive Session

An executive session was called at 11:20 a.m. per RCW 42.30.110(1)(g) to meet with District legal counsel to discuss contract personnel. The session was to last until 11:35 a.m.

The session was extended to 11:45 a.m.

The meeting reconvened at 11:45 a.m.

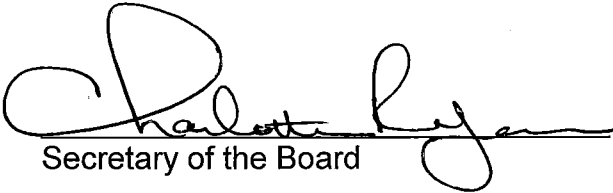
In accordance with Chief Marstrom's contract with North Highline, either he or the District may give a 30-day notice to terminate his employment. Therefore, Chief Marstrom stated that he will resign as Chief upon the implementation of the new contract with District 2 and will enter into a new agreement for consulting services with the District during the District 2 contract transitional period. This consulting contract will also make him accessible to the District at a later time if the need arises.

Good of the Order (continued)

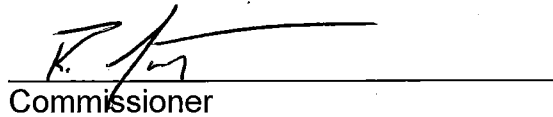
This evening is National Night Out Against Crime, and there are 15 block parties in our response area that we will stop by (barring any calls). District 2 also has 15 block parties in their area they are planning to attend.

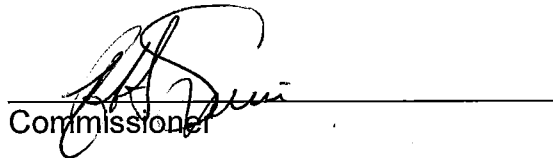
As there was no further business, the meeting adjourned at 11:47 a.m.

Respectfully submitted,

  
Secretary of the Board

  
Chairman, Commissioner

  
Commissioner

  
Commissioner