

# NORTH HIGHLINE FIRE DISTRICT COMMISSIONERS MEETING



**September 28, 2020**

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Due to the COVID-19 pandemic, the regular North Highline Fire District Fire Commissioners' Meeting for September was called to order via GoToMeeting (virtual online meeting) at 6:00 PM by Commissioner Liz Giba with Commissioner Julie Hiatt and Commissioner Dominic Barrera participating. Also attending via GoToMeeting were Chief Mike Marris, Captain Wayne Metz, Assistant Chief Ray Pettigrew, and Shauna Sheppard.

Chief Marris led the Pledge of Allegiance.

Commissioner Hiatt moved to accept the meeting agenda as presented. Commissioner Barrera seconded. Motion carried (3-0).

## Benefit Charge Public Hearing

Commissioner Giba called the Benefit Charge Public Hearing to order at 6:02 p.m. A public hearing is required by law to officially inform citizens about the district's proposal to reinstate a benefit charge and to give them the opportunity to make public comments.

Chief Marris explained that North Highline Fire District's (NHFD) Proposition 1 is for a ten-year reauthorization of the Benefit Charge. Since the Benefit Charge was approved by voters in 2014, the NHFD has: (1) significantly reduced response times, (2) increased the time our aid car is in service, (3) improved training, (4) purchased much needed equipment, and (5) performed needed repairs on the stations. The Washington Survey and Rating Bureau (WSRB) recently upgraded NHFD's rating to 3 from 4. This upgrade could help property owners secure discounts of their fire insurance premiums. NHFD needs the Benefit Charge to continue providing high-quality services to the North Highline community.

Commissioner Giba asked if anyone wanted to make a public comment. No community members made comments. Captain Metz expressed his support for the reauthorization of the Benefit Charge.

Commissioner Giba closed the Public Hearing and reconvened the Regular Meeting at 6:07 p.m.

### Regular Meeting (Continued)

#### Meeting Minutes

*Commissioner Hiatt moved* to accept the minutes of the August 24, 2020 regular meeting. *Commissioner Barrera seconded. Motion carried (3-0).*

#### Accounts Payable

*Commissioner Hiatt moved* to approve the August accounts payable vouchers as follows:

- 2090201 to 2090207 in the amount of \$294,627.61 (September month-end vouchers)
- 20090300 to 20090300 in the amount of \$14.98 (Quarterly L & I)
- 20090401 to 20090403 in the amount of \$824.60 (3<sup>rd</sup> Quarter payroll and taxes)

*Commissioner Barrera seconded. Motion carried (3-0).*

#### Correspondence

- None

#### Public Comment

- None

#### Commissioners' Report

- Commissioner Hiatt asked about returning to in-person meetings. Chief Marrs said that we need to get to Phase 4 so it will be a while.

#### IAFF Local #1461

- None

#### Financial Reports

- The Board received copies of the August 2020 Treasurer's and Cash Flow Reports. Everything is tracking to date per Chief Marrs. He and Commissioner Hiatt are scheduled to compare the original projections to the actual numbers on Wednesday, September 30<sup>th</sup>.

#### Chief's Report

Chief Marrs reported on the following:

- Hawthorne & Associates Update – The contract with Hawthorne & Associates has been signed. They have been reviewing random sample months. No discrepancies have been

found to date, so preliminary reviews are looking solid. We will be getting regular updates going forward. Commissioner Hiatt noted that we might be able to reduce our use of Hawthorn & Associates and minimize costs once standard practices are established. A commissioner might even be able to take over the reviews, but we are not ready to consider that possibility.

- COVID-19 Updates – (1) North Highline will not be getting a new testing facility. However, new testing sites will be opening in Tukwila and Federal in October. They plan to have firefighters perform swab testing and give vaccinations. Commissioner Giba asked how the sites were chosen. Chief Marrs explained that Dr. Mark Del Beccaro from Seattle-King County Public Health determined the sites based on a comparison of COVID-19 hot spots and community needs. (2) Among district personnel, we had one person test positive. Five others were exposed and quarantined. The good news is the individual who tested positive had mild symptoms and is recovering. The five who were exposed did not test positive. This is a great testament to face coverings and masks.
- Testing Update -- In accordance with the Interlocal Agreement, Battalion Chief (BC) testing was conducted last week to establish one combined list. One of the candidates is a North Highline legacy firefighter and four are Burien legacy firefighters.
- Annual Audit – Our 2019 Washington State audit has begun. The auditors are focusing on compliance with the interlocal agreement between King County Fire District #2 and North Highline Fire District. All is tracking well.
- Station #19 Roof Repair – We have an \$18,500 contract to repair the roof at Station #19. The work will be done at the end of October.

#### Attorney's Report

- None

#### Unfinished Business

- The fall newsletter will be sent to the commissioners for review on October 1st.
- Commissioner Hiatt led the discussion about the Benefit Charge (BC) flyer. It was agreed that the flyer should (1) be in full compliance with Public Disclosure Commission rules, (2) be economical to produce and deliver, and (3) go to every address in our district. The photos and language were also discussed. Commissioner Hiatt updated the flyers based on the discussion. Our goal is to deliver the flyers to USPS on October 14th, so voters receive them by October 16<sup>th</sup>.

#### New Business

- None

#### Good of the Order

- None

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As there was no further business, Commissioner Hiatt moved to adjourn. Commissioner Barrera seconded. Motion carried (3-0), and the meeting adjourned at 7:38 PM.

Respectfully submitted,



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Secretary of the Board



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Chairman, Commissioner



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Commissioner



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Commissioner