

**MINUTES OF THE NOVEMBER 23, 2021 SPECIAL MEETING
OF THE BOARD OF COMMISSIONERS OF KING COUNTY FIRE DISTRICT
NO. 2**

A special meeting of the Board of Commissioners of King County Fire District No. 2 was held remotely on November 23, 2021, commencing at 5:00 p.m., pursuant to proper notice. District officials in attendance, pursuant to virtual meeting software Go To Meeting, were: Commissioners Elwell and Sitterley, as Commissioner Peden was excused by motion, but then arrived thereafter. Also attending virtually were: Assistant Chief Ray Pettigrew, Assistant Chief Wayne Metz, Trina Norsen and Acting District Secretary Eric Quinn. Others in attendance will be shown on the Attendance Roster.

Call to Order. The meeting was called to order at 5:03 p.m. by Commissioner Elwell who led the Pledge of Allegiance to our flag.

Agenda Approval. It was moved, seconded and carried 2-0 to approve the agenda as submitted immediately prior to the meeting.

Public Hearing: At 5:05 p.m. Chair Elwell called to order the annual public hearing on expenses and revenue sources and any tax increases proposed, pursuant to RCW 84.55.120. See the Budget Hearing packet attached to these minutes. No public testimony was presented. The public hearing was then closed and adjourned, with the Board reconvening the special meeting at 5:07 p.m.

Presentations. Assistant Chief Wayne Metz presented the call statistics and provided an operations update. The number of calls to the department continue to increase. There was a commercial fire on November 7, 2021 to which the crews responded admirably. The recruits are doing well in academy and training. The new recruits' first day of work will be December 20, 2021.

Two of the three shifts have completed Storm Procedures training through Valley Com. The district is the only department in the zone that has obtained the training, according to Valley Com.

AC Metz also discussed the death of a patient.

Announcements. The district is accepting monetary donations for Holiday Outreach through December 10th and December 22nd is the delivery date for Holiday Outreach.

Public Comment. None.

Correspondence. None.

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Local 1461 Comment. President Ready said he would be meeting with Chief Marrs next week pertaining to an employee requesting a vaccine-related leave of absence.

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

First, the Chief commended AC Pettigrew for his work on workplace safety issues. He then discussed the tax increase and how the numbers were arrived at. The district must be vigilant in its spending given the increases in inflation and the impacts of that.

Facilities. N/A,

Equipment. N/A.

Personnel. Chief Marrs said three personnel have been accepted into the 2022 Salary Savings Plan: Dan Crossen, Mike Bredl (retires January 31, 2022), and John Zilke (retires May 31, 2022).

Events. There are three motions at the end of the meeting pertaining to the budget and taxes, Chief Marrs said. See below for Resolutions and levy request. There are also motions under new business that Chief Marrs discussed briefly. See below. There is also a motion to approve the 2022 contract with Quinn & Quinn for legal services. See below.

The 2022 WFCOA Employer Application for Health Care Coverage has been completed and is ready for Chair Elwell's signature.

Chief Marrs gave a Pulse Point update. This is an app that alerts individuals about CPRs in their area and informs them of the nearest AED. Pulse Point is a fantastic life-saving resource.

Consent Agenda. The Consent Agenda, all of which was approved 3-0, upon a motion made by Commissioner Sitterley and seconded by Commissioner Peden, consisted of the Chief's Report, the meeting minutes of the regular meeting of November 2, 2021, and Voucher Approval for November as follows: **Expense Fund;** Voucher No. 211101001 through 211101089 in the amount of \$1,319,617.97, due for payment November 30, 2021.

Unfinished Business. None.

New Business. 1. Motion: Resolution 2021-04 Adopting a Budget for 2022.

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Commissioner Sitterley moved, and Commissioner Peden seconded, a motion to approve and sign Resolution 2021-04 adopting a budget for 2022, based on final levy figures received from King County as of November 22, 2021. Motion carried, 3-0.

2. Motion: Resolution 2021-05 Regarding the Real Property Tax.

Commissioner Sitterley moved, and Commissioner Peden seconded, a motion to approve and sign Resolution 2021-05 Regarding the Real Property Tax based on assessed valuation of real properties located in the district. Motion carried, 3-0.

3. Motion: 2022 Property Tax Levy Request.

Commissioner Sitterley moved, and Commissioner Peden seconded, a motion to approve and authorize Chairman Elwell to sign the Levy Request Certificate for 2022. Motion carried, 3-0.

4. Motion: 2022 Contract for Legal Services.

Commissioner Sitterley moved, and Commissioner Peden seconded, a motion to approve and authorize Chief Marrs to sign the 2022 Professional Services Contract – Legal Services, with Quinn & Quinn, P.S. The contract stipulates a monthly fixed fee of \$1200.00, but unused dollars, if any, will carry over to the next month, and to succeeding months if still unused. Motion carried, 3-0.

5. Motion: Purchase of Bunker Gear from MES.

Commissioner Sitterley moved, and Commissioner Peden seconded, a motion to approve and authorize Chief Marrs to purchase bunker gear from Municipal Emergency Services (MES) for the six recruits starting in December. Purchase to be made from the current vendor list for a total price not to exceed \$36,702.28. Motion carried, 3-0.

6. Motion: Purchase MSOffice Upgrade from CDW-G.

Commissioner Sitterley moved, and Commissioner Peden seconded, a motion to approve and authorize Chief Marrs to purchase MSOffice License Upgrades from CDW-Government. Licenses to include twenty (20) MSOffice ProPlus-2019 and twenty-two (22) MSOffice Standard-2019, for a total price not to exceed \$23,319.18. Motion carried, 3-0.

7. Motion: Purchase Power-Pro XT from Stryker Medical.

Commissioner Sitterley moved, and Commissioner Peden seconded, a motion to approve and authorize Chief Marrs to purchase one Power-Pro XT Cot with components,

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and a two-year ProCare service warranty covering parts, labor and preventive maintenance. Purchase to be made from Stryker Medical for a total price not to exceed \$22,421.34.00. Motion carried, 3-0.

Executive Session. The Board adjourned into an executive session pursuant to RCW 42.30.110(1)(i) to discuss litigation with counsel present. The session started at 5:35 p.m. and ended at 5:55 p.m., as announced for 20 minutes, with no action taken during or after the session.

Good of the Order. None.

Adjournment. Pursuant to motion, the meeting was adjourned at 5:55 p.m.

Attachments. Attached to these Minutes are copies of:

1. the Meeting Notice
2. the Meeting Agenda
3. the Attendance Roster
4. the 2022 Budget Packet
5. Contract for Legal Services
6. MES quote
7. Quote for MS Office
8. Stryker Medical Power Pro quote

Minutes Approved: December 7, 2021


Chris Elwell (Dec 7, 2021 19:15 PST)

Chris Elwell
Chairman

Attest:


Joseph Quinn (Dec 7, 2021 18:26 PST)

Joseph F. Quinn, District Secretary



Ted Sitterley
Commissioner


Rudy Peden (Dec 7, 2021 18:28 PST)

Rudy Peden
Commissioner

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Final Audit Report

2021-12-08

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