



## **King County Fire Protections District No. 47**

Chairperson: Steve Hickey

Chief: Chris Doleshel

Commissioner: Tracy Styles

Commissioner: Raymond Poche

District Secretary: Shannon Anderson

### **Minutes of September 16<sup>th</sup>, 2024**

The regular monthly meeting of the Board of Commissioners of King County Fire Protection District #47 was called to order by Commissioner Hickey at 7:14pm. Also present were Commissioner Styles, Commissioner Poche, Chief Chris Doleshel and Secretary Anderson.

The August minutes were distributed and reviewed. Tracy made a motion to approve the minutes as distributed, Ray seconded the motion and the motion was carried unanimously.

### **Secretary Report:**

1. State audit is still on-going, it's going to cost around \$16k. Currently working on up-loading items they've identified. A few more cards/checks have been received in Honor of Chief Higgins. Those were placed in the volunteer in-box. Two checks were received from insurance to replace stolen items.

### **Correspondence:**

### **Financial Report:**

Balance of funds on September 16<sup>th</sup>, 2024...

Expense Fund: \$333,603.65-\$25,767.83 (August Expense Vouchers)=\$307,835.82

GO Bond Fund: \$1,131.43

### **Vouchers:**

The August Expense fund vouchers were reviewed. Ray made a motion to approve payment of vouchers 2024353 through 2024393. Tracy seconded the motion; it was carried unanimously, and the June Expense fund vouchers were signed for \$25,767.83.

### **Chief's Report:**

- Calls: 17 calls in August, 91 responses as of 09/16/24. Last year at this time we were at 86.
- Administrative:
  - a SOPs/SOGs: revisions in process
- COVID Grant: Emma is working on final submission for administrative costs
- IT: primary alarm phone line is not working. Problem between Xfinity connections at HQ and alarm panel. Connection w/Valleycom unstable.
- Stipends/Volunteer Points
  - a Will email recommendation to Commissioners

- Segale: No update
- Personnel: 1 Person in EMT class
- Equipment:
  1. Breathing air compressor
    - a. Due to ship Mid Feb 2025
  2. Bunker gear
    - a. Scheduled to ship Oct 4th
  3. Vehicles:
- ❖ Annual Maintenance in progress
  - i. A88-Done
  - ii. TN89-Done
  - iii. BR88-At Hughes
  - iv. TN88-Done-Needs to go to FL for oil leak warranty repair
  - v. E88-Done-Needs to go to Cummins or FL for oil leak repair
  - vi. E89-Done
- Radios
 

Annual maintenance being scheduled
- Other:
  - Station 89 break in on 07/07
    - Insurance claim checks received
    - Portable radio replaced
    - Laptop replaced

## **Unfinished Business:**

1. Levy Lift-Shannon, Ray and Tracy had meeting with Snure at 6pm earlier. A lot of information was given from Snure. Snure sent a spreadsheet and memo with process, the law, reference, deadlines and everything we need. We can raise 1% taxes per year, but with the Levy Lift, we can ask for a larger increase. Currently the district is \$0.56 per \$1,000 House value. We need go through our budget and determine what is necessary to put into a reserve so we can start working on capital projects, update gear etc. A more in-depth conversation needs to happen at a separate special meeting. We are responsible for the election cost of special election. Passes with a percentage of approval, not number of voters. We're going to have to talk to the community, maybe an Open House at HQ? We also talked with Snure about Bonds. A special meeting was scheduled for Monday October 7<sup>th</sup> at 7pm, that will be recorded so Shannon can take notes since she's not able to attend. Expectation that some of the meeting will executive session.
2. Strategic assessment. Commissioner Hickey forgot it at home, but will email to Shannon for forward later.
3. Tracy spoke to Springbook and they're working on a firm estimate. They're ballparking \$1,200 a year, about \$100 a month.
4. Tracy spoke about the on-going investigation. They received information and softly expecting to be done next month. November meeting we should have the results. Snure is being included in this process.
5. Duane looked into cameras for buildings-still working on this. Is Wifi network sufficient?

6. Bank of America-Will not talk to Tracy. Shannon mentioned that on the statements it shows a limit of \$1k per card. Ray said that this is not the case. It's \$1k total for all cards.

## **New Business**

1. Commissioner Poche asked Chief if anyone has credit card that shouldn't. Who all has credit cards: Chief, Shannon, Emma, Ray, Howard, John and Mike. Chief suggested have house accounts for stores/vendors that we use, and only use credit cards for last resort. A motion was made by Commissioner Poche to have everyone but Chief and Shannon turn in their credit cards. Commissioner Styles seconded the motion. This will be a trial period through the year. Commissioner Styles made a motion to cancel the previous motion. Commissioner Poche seconded the motion. Commissioner Styles made a second motion that we enter a trial period for a new model of managing our credit and charge accounts during the rest of 2024. We'll ask that everyone that has a credit card, except Chief and Shannon, not use that card. We'll ask the Chief tells them it's not authorize for use during this period. We'll review the this model and the open charge accounts for final determination in January. Commissioner Poche seconded the motion.
2. Commissioner Styles talked about the need for multiple bonds. The report the officers provided for all the needs for the department, and most will require a bond. We need to think long term.

## **Public Comment:**

- Why don't we advertise our meetings more in public?? Ravensdale Market-can't post signs there because it's not in our district? Can we advertise outside of district? We need to come up with a protocol. Talked about new signage for monthly commissioner meetings, become a volunteer etc. Conversation about getting some new signs. Commissioner Hickey will get estimates for the signage.

## **Good of the Order:**

- Jay-Can we discuss revamping the benefits to go with recruitment drive. If we're going this direction, can we have a department wide discussion on what kind of benefits we'd like to see. It would help with the recruitment drive. Commissioner Styles suggested we have a listening meeting once a month, two months or every three months. Specific feedback from the department. We can discuss next meeting if Jay is able to talk to volunteers before next meeting. Executive session may happen if discussion needs to happen regarding pay, grievance etc. Anyone can be invited to the executive session. Jay will have a discussion with the association.

## **Adjournment:**

Commissioner Poche made a motion to adjourn the meeting; Tracy seconded the motion, and the meeting was adjourned at 8:44 p.m.

Respectfully submitted,

Shannon Anderson (District Secretary)