



## Maple Valley Fire and Life Safety

*Protecting and Serving the City of Maple Valley,  
and the Greater Maple Valley Area*

### Document 18-005

### Minutes of the Special Meeting of the Board of Fire Commissioners, April 12, 2018

#### Attending:

Chairperson Bodlovic; Commissioners Hayman, Herbert, Hooper, and Walls; Chief Tyerman; Deputy Chief DiDonato; Human Resource Administrator Arsanto; Finance Manager deLeon

Chairperson Bodlovic called the meeting to order at 6:00pm.

#### Pledge of Allegiance

**Citizens Presentation:** Boy Scout Kyle Sommer for completing the life jacket loaner station at Lake Wildness boat launch. This program started last summer and is very important to the MVFD. A certificate was presented to Kyle for his dedication and support in rebuilding the life jacket loaner station.

A break from 6:05 – 6:07pm.

#### Minutes:

**A MOTION was made, seconded and unanimously carried to approve the Regular Meeting Minutes of 3/15/2018.**

#### Financial Report:

Chief Tyerman reviewed the following financial information with the Board.

- April Expense Summary
- March Revenue Summary
- March Cash Reconciliation

#### Correspondence:

- Thank You Letter to Firefighter Knowles, Seery, Hunter.
- Thank You Letter to Captain T. Brown, Firefighter Seery and Elhard.
- Thank you to Captain Erickson, Firefighters Elhard and Carpenter.

#### Meetings:

#### Public Comment:

PJ Knowles

#### Business:

- Contract for service feasibility update: Chief Tyerman provided a PowerPoint presentation on the budget numbers for contracting for services. A discussion was held on the costs of covering firefighters assigned at the Maple Valley stations while on disability, the costs for each admin position and the apparatus and ownership if there were damage incurred. Chief Tyerman stated the best practice is quarterly payments. Commissioner Walls asked for the mileage of each apparatus. Chairperson Bodlovic asked for the 2024-year budget of standing alone. Commissioner Hayman asked about the Local contract negotiations, the process, members involved costs, etc. Commissioner Herbert asked for clarity on the apparatus surplus and reserves. Commissioner Walls would like to speak with the other commissioners. Chairperson Bodlovic asked for the next steps in this process. Chief Tyerman asked if there was anything specific requested for the contract. Chairperson Bodlovic asked several questions. Chief Tyerman will work on the contract details and the administrative framework of District 43. Commissioner Herbert asked about the milestones needed in the timeline to contract for services. Chief Tyerman will present the contract details, administrative framework, and timeline at the next meeting. A question was asked about the succession of the Fire Chief. There will be a plan in place for backup when needed. Commissioner Hayman asked for concerns from the employees about contracting for services. BC Bille, and FF Knowles provided their insight. Commissioner Walls asked for the comparison of contracting versus stand alone with lid lifts.
- Personal Service Contracts: Fire Marshal Webster, Chief Tyerman, and Deputy Chief DiDonato had their contracts updated for consistency and language corrections. Commissioner Herbert and Hayman provided their comments of the negotiation meeting. **A MOTION was made, seconded and unanimously carried to approve the Personal Services Contracts for Fire Marshal Webster, Chief Tyerman, and Deputy Chief DiDonato.**
- Resolution 2018-005 Visa Increase: Increase the VISA limit from \$10,000 to \$20,000. **A MOTION was made, seconded and unanimously carried to approve the Resolution R-2018-005.**
- King County Automatic Aid ILA: Seattle Fire Chief is working on a countywide automatic aid. This ILA is to drop the zone borders. Chairperson Bodlovic signed the authorization. **A MOTION was made, seconded and unanimously carried to approve the Martin Luther King County Automatic Aid ILA.**
- Land Developed next to 83: A housing development is in process for 46 homes next to station 83. A discussion took place regarding the future growth and services needed from MVFD.

**Operations:**

- Personnel:
  - Two employees on L&I (Labor and Industries).

- Two employees on LTD (Long Term Disability).
- Incident Report: Deputy Chief DiDonato reported on the following incidents.
  - House fire from a heated ATV motor. Station 81 hosted a fire prevention information session for the local homeowners.
  - Car accident
  - Two Successful CPR at Fred Meyer
  - Car entered into O'Reilys

**Support Services:**

- Fire Marshal's Office: nothing to report.
- Public Education: nothing to report.
- Apparatus & Equipment: nothing to report.
- Facilities: nothing to report.

**Events:**

- Candlelight vigil and funeral for a very involved local 4 year old, Hunter.
- Fishing derby kickoff on 4/27 at midnight at Lake Wilderness.
- Maple Valley Fire Department's Annual Banquet on March 24<sup>th</sup>.
- Labor and Employment Relations Association (LERA) Conference on 4/5 & 4/6.
- Saturday Seminar on 4/7 located in Ocean Shores (Open public records & public meetings statutory requirement for newly elected and experienced Commissioners, Chiefs, & Secretaries).
- Saturday Seminar on 6/2 located in Chelan (Team Building for RFA & Fire Districts).

**Public Comment:**

Phil Lercher

Vouchers: A MOTION was made, seconded and unanimously passed to approve the following:

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|---------|---|
| 3/30/18 | Review & Approve #03074 through #03116 for \$36,739.49 (General Fund)<br>Review & Approve #03118 through #03119 for \$4,445.23 (Capital Fund)<br>Review & Approve Payroll for \$174,745.50<br>Review & Approve Retirement for \$52,496.84<br>Review & Approve Payroll Taxes for \$33,362.08   |
| 4/13/18 | Review & Approve # 04001 through #04043 \$135,295.52 (General Fund)<br>Review & Approve #04045 \$2,764.04(Capital Fund)<br>Review & Approve #04046 through #04066 \$4,697.79 (General Fund)<br>Review & Approve Payroll for \$193,183.00<br>Review & Approve Retirement for \$55,304.98<br>Review & Approve Payroll Taxes for \$38,390.34 |

With no further regular business before the Board, **A MOTION was made, seconded and unanimously carried to close the meeting 7:41pm.**

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Chairperson Chris Bodlovic

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Commissioner Ben Hayman

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Commissioner John Herbert

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Commissioner Craig Hooper

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Commissioner Camille Walls

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Michele de Leon, District Secretary