



# Maple Valley Fire and Life Safety

## Board of Fire Commissioners

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

### Regular Board Meeting Minutes February 17, 2022

#### 1. Call Meeting to Order

The Maple Valley Fire and Life Safety Board of Fire Commissioners Meeting was called to order by Board Chairperson John Herbert at 6:00 p.m. In attendance were Commissioners Camille Walls, Ben Hayman, and Russell Calcote; Deputy Chief Mark Jones, Division Chief Sean Penwell, Tim and Jan Vander Woude, and District Secretary Jessica Steward. Commissioner Craig Hooper had an excused absence.

#### 2. Pledge of Allegiance

Due to the webinar format of the meeting, the Pledge of Allegiance was not recited.

#### 3. Agenda Modifications

Chief Jones requested to add 'Risk Analysis Presentation' under Unfinished Business to continue the discussion from the January meeting.

#### 4. Announcements, Proclamations, and Presentations

There were no announcements, proclamations, or presentations.

#### 5. Public Comment

There was no public comment.

#### 6. Consent Agenda

A MOTION was made by Commissioner Hayman and SECONDED by Commissioner Calcote to approve the Consent Agenda. (MOTION CARRIED 4-0)

#### 7. Report Outs

##### ***PSRFA Status Update:***

- The Finance department is wrapping up the 2019-2020 audit for the RFA and District 43. The auditor's report should be available at the end of the month.
- The WSRB rating is complete. Chief Jones will share the new ratings during the 'Risk Analysis Presentation' under unfinished business.
- The 2021 virtual Annual Awards ceremony is coming up in March.
- Discussed the Maywood Elementary School building fire in SeaTac.
- Still waiting on a brush truck due to supply chain issues with the truck chassis.

**Financial Report:**

- Finance should receive the auditor's report at the end of this month. So far there have been no findings or issues.
- Still closing out 2021. A quarterly report should be ready to present at the next meeting.

**Local 1747:**

- No Report.

**8. Correspondence**

A flyer for the WFCA's Spring Seminar series was reviewed. The cost is \$190.00 per seminar, plus day of service pay and any travel expenses such as lodging. Commissioners interested in attending should contact District Secretary Steward.

**9. Unfinished Business**

Risk Analysis Presentation Follow Up

Chief Jones and Chief Penwell reviewed the questions the Commissioners had regarding the information presented at the January 20<sup>th</sup> meeting (see attached documents with the minutes). Briefly discussed Station locations irrespective of agency boundaries.

**10. New Business**

Review of Request for Petition for Annexation from Tim and Jan Vander Woude

Tim and Jan Vander Woude, property owners of tax parcel number 082207-9034-00, have come forth pursuant to RCW 52.04.031 with a petition for annexation to King County Fire District #43. As the first step in the annexation process, Division Chief Sean Penwell prepared a petition for annexation, including a legal description of the property to be annexed along with the plat of the boundaries of the area to be annexed, which the Vander Woude's reviewed for errors and then signed and returned to District Secretary Steward.

A MOTION was made by Commissioner Walls and SECONDED by Commissioner Calcote to accept the petition for annexation of tax parcel number 082207-9034-00. (MOTION CARRIED 4-0)

Resolution No. R-2022-001 Setting a Date for Petition for Annexation Public Hearing

The Board of Fire Commissioners of King County Fire Protection District #43 has received a Petition for Annexation from Tim and Jan Vander Woude, property owners of tax parcel number 082207-9034-00. After reviewing and duly considering all relevant evidence presented, it was determined that the petition should be approved and a public hearing date should be set.

A MOTION was made by Commissioner Hayman and SECONDED by Commissioner Calcote to approve Resolution No. R-2022-001 Setting a Date for Petition for Annexation Public Hearing. (MOTION CARRIED 4-0)

Resolution No. R-2022-002 Appointing a Responsible Official for Purposes of the State Environmental Policy Act

The State Environmental Policy Act requires that every agency appoint a responsible official to make certain decisions under SEPA, including but not limited to threshold determinations. The Board of Fire Commissioners of King County Fire Protection District #43 would like to appoint Division Chief Sean Penwell, who oversees the RFA's Business Information & Technology Services division, as the responsible official for this fire district.

A MOTION was made by Commissioner Walls and SECONDED by Commissioner Calcote to approve Resolution No. R-2022-002 Appointing a Responsible Official for Purposes of the State Environmental Policy Act. (MOTION CARRIED 4-0)

A MOTION was made by Commissioner Walls and SECONDED by Commissioner Hayman to delegate authority to the SEPA responsible official to prepare all necessary documentation to effectuate the annexation, including but not limited to preparing a DNS and a notice of intent to annex the subject property. (MOTION CARRIED 4-0)

Fire District #43 Tri-Med Contract

Discussed within the 'Risk Analysis Follow Up' presentation.

**11. Executive Session**

There was no Executive Session.

**12. Good of the Order/Events**

- The 2021 Annual Awards ceremony will be held virtually on Friday, March 25<sup>th</sup> at 2:00 p.m.
- Chief Jones is on the Maple Valley Fishing Derby committee and will keep the Commissioners apprised of the event's status.
- Chairperson Herbert has been appointed to the PSERN Operations Board.

**13. Adjournment**

Commissioner Herbert adjourned the meeting at 7:13 p.m.

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Chairperson John Herbert

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Commissioner Ben Hayman

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Vice Chairperson Russell Calcote

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Commissioner Camille Walls

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Commissioner Craig Hooper

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Jessica Steward, District Secretary