

**Summary Minutes of the Regular Board Meeting  
June 13, 2019**

Commissioner Waugh called the meeting of the Board of Fire Commissioners to order at 1530 hours. Commissioners Fay, Schaub, Snyder, Waugh, Wells and Woolery were present.

**AGENDA CHANGES:**

- Addition to the Consent Agenda: Benefit Vouchers #19-01591 through #19-01598 in the amount of \$400,704.90.

**GENERAL PUBLIC COMMENT:** None

**UNION COMMENT:**

**CHIEF'S REPORT**

Chief Meek discussed items from the Chief's Report.

Denise showed the commissioners how to use the new Employee Self Service (ESS) website tied to the new accounting software.

**CONSENT AGENDA**

**A. *Voucher Approval:***

- Vouchers #19-01417- #19-01435 in the amount of \$407,493.07 for benefit checks to be approved.
- Vouchers #19-01436 - #19-01590 in the amount of \$374,184.84 for AP checks to be approved.
- Vouchers #19-01591 - #19-01598 in the amount of \$400,704.90 for benefit checks to be approved.

**B. *Payroll Approval:***

- The June 15, 2019 regular pay was submitted for approval in the amount of \$716,505.11.

**C. *Approval of Minutes***

- 1) Approve Joint Board Meeting Minutes of May 28, 2019.
- 2) Approve Workshop Minutes of May 31, 2019.

**D. *Secretary's Report on Correspondence:***

**MOTION:** Commissioner Snyder moved and Commissioner Wells seconded to approve the Consent Agenda. On vote, **Motion Carried 6/0**

**DISCUSSION ITEMS:**

None

**ACTION ITEMS:**

**A. *Approve Budget Amendment #2***

**MOTION:** Commissioner Fay moved and Commissioner Schaub seconded to approve Budget Amendment #2. On vote, **Motion Carried 6/0**

**B. *SNOCO911 Tower Lease***

Chief Meek explained the letter from Kurt Millers at SNOCO911. Previously the board received information regarding a modification to the tower lease. A request for information on user fees was requested and that proposal was presented to them. After review of the more detailed spreadsheet that was received, some of the fees were not accurately reporting from them in their

1 data dump due to some tower leases containing private commercial lease space on them and the  
2 expenses for those situations were being reflected even though those were being reimbursed.  
3 Several of the other contracts in place stated that if any of the other users increased fees that it  
4 would automatically open their contracts to increase their fees as well causing a ripple effect.  
5 District 7 basically reciprocates services for free to them for services we receive from them in  
6 King County. The lease being presented is a 5 year extension of the current lease as it is written.  
7 Our lease was one of them that didn't have an opener if someone else raised their rates so they  
8 indicated in this extension that there would be conversation with District 7 if anyone else raised  
9 their rates. The other topic was long range planning for Fire District 7 if in fact Bothell was to  
10 ever annex the area and take Station 73, would District 7 relocate Station 71? If relocated, there is  
11 an outstanding offer from the property owner behind Station 71 with purchase interest if it ever  
12 went up for sale. There's a caveat in the lease that in the event District gives up ownership of that  
13 building SNOCO911 would work collaboratively with us to terminate the Station 71 lease. R  
14 Chief Meek requested the board approve the leave retroactively to January 1, 2019.

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16 **MOTION:** Commissioner Snyder moved and Commissioner Schaub seconded to authorize Chief Meek to sign  
17 the SNOCO911 Tower Lease. On vote, **Motion Carried 6/0**

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19 **COMMISSIONER COMMITTEE REPORTS**

- 20 **A. Policy Committee:** Lake Stevens Fire has agreed to use Snohomish County Fire District 7's policy  
21 template and process.  
22 **B. Safety Committee:** Meeting next June 22 1800 hours at Station 71. Would like to add to the next  
23 meetings agenda to discuss whether to have commissioner attend the Safety Committee Meetings.  
24 **C. Risk Management:** Brief discussion took place regarding the  
25 **D. Shop Committee:** To meet quarterly.  
26 **E. Capital Facilities:** They are working on a rolling facilities tour. Mike Messer is working on that to  
27 schedule some dates.  
28

29 **OTHER MEETINGS ATTENDED**

- 30 **A. Regional Coordination:** Commissioners met at the conference in Chelan. Several mentioned it was  
31 successful.  
32 **B. Leadership Meeting:** Meets next June 5, 2019 0900.  
33 **C. Sno-Isle Commissioner Meeting:** Meets next June 20, 2019 1930 hours at Lake Roesiger regarding  
34 the hands on ACT.  
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36 **OLD BUSINESS:**

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39 **CALL ON BOARD:**

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42 **ATTENDANCE CHECK**

43 All board members in attendance noted they would be available 1700 for the June 27, 2019 at Station 31 Admin  
44 Building with the exception of Commissioners Waugh and Wells.  
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46 **EXECUTIVE SESSION:**

47 The Commissioners went into Executive Session at 4:05 pm for ten (10) minutes to discuss a collective  
48 bargaining grievance per RCW 42.30.140(4)(a).  
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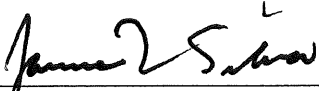
50 Regular session resumed at 4:15 pm with the following action:  
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53 **MOTION:** Commissioner Snyder moved and Commissioner Woolery seconded to approve the MOU regarding  
the Wellness Incentive for both the firefighter and chief officers contracts. On vote, **Motion Carried 6/0**

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The meeting was adjourned at 4:17 pm by Commissioner Waugh.

**Snohomish County Fire District #7**



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Jamie Silva  
Secretary of the Board