

**King County Fire District 20**  
**Board of Commissioners Regular Meeting Minutes**  
**April 10, 2017**  
**5:00 p.m.**

I. CALL TO ORDER

Chairman Terry Miller called the meeting to order at 5:04 p.m. at the King County Fire District 20 Administration Training Room, 12424 76<sup>th</sup> Ave S, Seattle, WA 98178.

Commissioners present: Terry Miller, Cynthia Lamothe and Eugene Lux  
Staff present: CFO D. MaKaeli, AA Greer, AA M. MaKaeli, Capt. Wyckoff, FF Cunningham, FF Jaworski, Vol FF Mackman and PIO Nelson. Lt. Bartlett arrived at 5:21 pm.

Guest: Rick Brown

II. PUBLIC COMMENT – None.

III. MINUTES APPROVAL

\*M/S/C: LAMOTHE/LUX/ALL: Motion to approve March 6, 2017 Regular Meeting minutes

IV. UNFINISHED BUSINESS

- a. Fire Chief Transition – nothing new to report at this time.
- b. Admin Staff Transition – discussion to contract payroll and payables.
- c. Salary & benefit package will be ready for packets next week
- d. No proposals for contracted services.
- e. Letters of Resignation – \*M/S/C: LAMOTHE/LUX/ALL: Motion to accept letters of resignation effective May 15, 2017 for CFO Diane MaKaeli and Admin Assistant Meredith MaKaeli.

V. NEW BUSINESS

- a. Resolution 2017-002 Resolution regarding designation of a portion of Reserve Fund as Unreserved rather than Reserved. M/S/C: LAMOTHE/LUX/ALL motion to move resolution 2017-002 to next regular meeting.
- b. Resolution 2017-004 Resolution declaring fire hose surplus. M/S/C: LAMOTHE/LUX/ALL
- c. Resolution 2017-005 – M/S/C: LAMOTHE/LUX/ALL Motion to surplus office chair.
- d. Signature Authority – M/S/C: LAMOTHE/LUX/ALL. Motion to add Board Chair to insurance coverage and signature authority for checks and back accounts.

VI. OPERATIONS REPORT

- a. We registered four recruits to attend the Fire Training Weekend Academy in North Bend; two recruits have dropped out.
- b. Discussion followed on residential fire on 126<sup>th</sup> last Wednesday.
- c. Call volume is up a little for 2017

VII. FINANCIAL REPORTS

CFO MaKaeli updated the board on the fire chief position and reported on her trip to Washington DC in search of grant money for diversification in the fire service.

VIII. CONSENT AGENDA APPROVAL OF EXPENDITURES

\*M/S/C: LUX/LAMOTHE/ALL: Motion to approve vouchers and payroll expenses.

- a. Blanket Vouchers 04001 through 04075 for \$135,667.70
- b. 1<sup>st</sup> ACH Payroll \$45,725.92
- c. 1<sup>st</sup> Payroll Taxes \$25,033.82
- d. 2<sup>nd</sup> ACH Payroll \$24,475.88
- e. 2<sup>nd</sup> Payroll Taxes \$11,164.40

IX. GOOD OF THE ORDER

- a. WHCA Quarterly Meeting April 18 at VFW
- b. King County Commissioners Meeting May 17 to be held at KCFD 20

X. CORRESPONDENCE

- a. Letter of Interest for Fire Chief position from Alexander Charoni
- b. Hailey Blankenship new Executive Secretary at Board of Volunteer Firefighters
- c. Chairman Miller gave update on Spouse and Orphans fund.

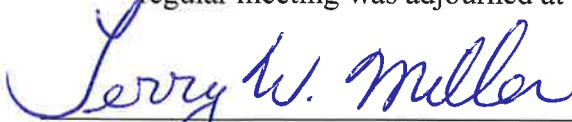
At 5:20 the Board Chair called for a recess for signatures.

XI. EXECUTIVE SESSION per RCW 42.30.110(1)(g) to evaluate qualifications of applicants for public employment. At 5:30 Board Chair called for Executive Session expected to last 15 minutes until 5:45, possible action to be taken following executive. Extended at 5:40 pm for 15 minutes until 5:55; extended at 5:55 pm for 10 minutes until 6:05; extended at 6:05 pm for 5 minutes until 6:10; extended at 6:10 for 10 minutes until 6:20; at 6:20 back in regular session.

XII. Additional Action: Action: M/S/C: LAMOTHE/LUX/ALL: Motion to move on from interim position directly to career chief. Board directed staff to invite candidates based on letters of interest to come in for an interview and schedule special meetings for executive session per RCW 42.30.1101(g). Proposed dates for special meetings are April 17, 19, 20, 21, & 26.

XIII. ADJOURNMENT

\*M/S/C: LAMOTHE/LUX/ALL: There being no further business before the Board, the regular meeting was adjourned at 7:12 p.m.

  
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Terry Miller, Chairman of the Board

Attest:

  
\_\_\_\_\_  
Eugene Lux, District Secretary

\*Motion/Second/Concur