

**NORTH KITSAP FIRE & RESCUE
BOARD OF FIRE COMMISSIONERS**

Date: 10/26/15

Time: 7:15 p.m.

Place: 26642 Miller Bay Rd. NE, Kingston, WA

Meeting called to order by Vice Chair Espinosa at 7:15 p.m.

Present: Commissioner Pearson, Commissioner Gregory, Commissioner Neupert, Commissioner Espinosa, Chief Smith, Community Services Specialist Laboda, Lieutenant Steve Murray, Firefighter/Paramedic Matt Thompson, Tom Curley and Commissioner Stewart by video conferencing

<u>Topic</u>	<u>Action</u>	<u>Assigned to/ Deadline</u>
<p>The Acceptance of the Agenda—was conducted. Vice Chair Espinosa asked the Board to look at the agenda to see if there are any additions or deletions on the agenda that needs to be made. Vice Chair Espinosa added to the agenda the following item: <u>Holiday Pay</u>. The Agenda was approved as amended. Approved</p>	<p>*MSC</p>	
<p>The Approval of Minutes of the October 12, 2015 Regular Meeting—was conducted. The Minutes were approved as presented. Approved</p>	<p>*MSC</p>	
<p>The Blanket Voucher Approval Batch No. 468112 in the amount of \$33,804.50—was conducted. Commissioner Pearson had a question regarding the payment on Voucher No. 1349999 for \$7,907.92 to M&M Carpentry. Chief Smith stated the expense was for replacing the floor at Station 89. Approved</p>	<p>*MSC</p>	
<p>Resolution No. 2015-13 Step Increase to 90% Top Step Firefighter /Paramedic Craig L. Barnard—was conducted. Approved</p>	<p>*MSC</p>	
<p>Amended Payroll for October, 2015 in the amount of \$445,660.83—was conducted. Vice Chair Espinosa circulated the document to the BOC to review. Staff Assistant Ariwoola stated that the amended payroll for October, 2015 was due to overtime for Steve Engle and Firefighter/Paramedic Craig L. Barnard. Approved</p>	<p>*MSC</p>	

10/26/15—Regular Meeting

*Motion Moved / Seconded / Carried (See attached Motion Sheet)

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<p><u>Holiday Payroll in the amount of \$97,505.51</u>— was conducted. Vice Chair Espinosa circulated the document to the BOC to review. Approved</p>	<p>*MSC</p>
<p><u>Correspondence: (FYI)</u>—</p> <ul style="list-style-type: none"> • <u>Letter from Citizen</u>—Commissioner Gregory circulated a letter to the Board that she received from a citizen regarding the article that was in the newspaper. Commissioner Gregory stated that she will e-mail the letter to Commissioner Stewart. 	
<p><u>Unfinished Business:</u></p> <ul style="list-style-type: none"> • <u>Egdon Resident Quarter Update</u>—Chief Smith stated that he has no update to report at this time. Vice Chair Espinosa asked Staff Assistant Ariwoola to add the following item to the agenda on November 9, 2015: <u>Egdon Resident Quarter Update</u>. 	<p>Add to the Agenda for the Commissioner Meeting on November 09, 2015: Egdon Resident Quarter Update</p> <p>Staff Assistant Ariwoola / 11/05/15</p>
<ul style="list-style-type: none"> • <u>Equipment Purchase Update</u>—Chief Smith stated that the contract for the two new engines has been signed. Chief Smith stated that we will be making a payment upfront in November and that we will get reimbursement for the chassis in March, 2016 by Local 123. Chief Smith stated that they will be building the two new engines at the same time. 	
<p><u>New Business:</u></p> <ul style="list-style-type: none"> • <u>Preliminary Budget</u>—Chief Smith stated that our revenue is slightly down. Chief Smith stated that we will have to do a needs statement next month when it's time to hold our Budget Hearing. Chief Smith stated that he will be scheduling a meeting with the Budget Committee in the near future. 	
<p><u>Public Participation</u>— Vice Chair Espinosa called for Public Participation. There was none.</p>	
<p>There being no further business to conduct, the meeting was adjourned at 8:33 p.m. Approved</p>	<p>*MSC</p>

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Commissioner



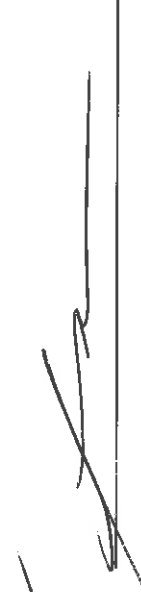
Commissioner




Commissioner



Commissioner



Commissioner



Attest

**NORTH KITSAP FIRE & RESCUE
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Date: 10/26/15
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MOTION SHEET- 1 of 2

BOARD OF FIRE COMMISSIONERS REGULAR MEETING

Date: October 26, 2015 **Time:** 7:15 p.m.
ACTION ITEMS

Topic	Motion	Motions by Commissioner:	Motions by Commissioner:
The Acceptance of the Agenda	Motion by Commissioner: Pearson	Motion by Commissioner: Pearson	Moved to approve the Agenda as amended
	2 ND by Commissioner: Neupert	2 ND by Commissioner: Neupert	
	Carried/Vote	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
Approval of Minutes of the October 12, 2015 Regular Meeting	Motion by Commissioner: Pearson	Motion by Commissioner: Pearson	Motion to approve the Minutes of 10/12/15 Regular Meeting as presented
	2 ND by Commissioner: Neupert	2 ND by Commissioner: Neupert	
	Carried/Vote	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
BVA No. 468112 - \$33,804.50	Motion by Commissioner: Pearson	Motion by Commissioner: Pearson	Moved to approve: BVA No. 468112 in the amount of \$33,804.50
	2 ND by Commissioner: Stewart	2 ND by Commissioner: Stewart	
	Carried/Vote	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
Resolution No. 2015-13 Step Increase to 90% Top Step Firefighter/Paramedic Craig L. Barnard	Motion by Commissioner: Pearson	Motion by Commissioner: Pearson	Motion to approve Resolution No. 2015-13 Step Increase to 90% Top Step Firefighter/Paramedic Craig L. Barnard
	2 ND by Commissioner: Neupert	2 ND by Commissioner: Neupert	
	Carried/Vote	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:

* O = Opposed; A = Abstention

10/26/15—Regular Meeting
*Motion Moved / Seconded / Carried (See attached Motion Sheet)

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MOTION SHEET- 2 of 2

BOARD OF FIRE COMMISSIONERS REGULAR MEETING

Date: October 26, 2015 **Time:** 7:15 p.m.
ACTION ITEMS

Topic	Motion	Motion by Commissioner:	Motion to approve the amended payroll for October, 2015 in the amount of \$445,660.83
		Motion by Commissioner: Pearson	Motion to approve the amended payroll for October, 2015 in the amount of \$445,660.83
		2 ND by Commissioner: Gregory	
		Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
		Motion by Commissioner: Pearson	Motion to approve Holiday Pay in the amount of \$97,501.51
		2 ND by Commissioner: Stewart	
		Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
		Motion by Commissioner: Espinosa	Motion to adjourn the meeting at 7:53 p.m.
		2 ND by Commissioner: Neupert	
		Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
		Motion by Commissioner:	
		2 ND by Commissioner:	
		Carried/Vote	Y <input type="checkbox"/> N <input type="checkbox"/> *Vote:
		Motion by Commissioner:	
		2 ND by Commissioner:	
		Carried/Vote	Y <input type="checkbox"/> N <input type="checkbox"/> *Vote:

* O = Opposed; A = Abstention