

NORTH KITSAP FIRE & RESCUE
BOARD OF FIRE COMMISSIONERS

Date: 11/14/16
Time: 7:15 p.m.
Place: 26642 Miller Bay Rd. NE, Kingston, WA

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

Present: Commissioner Gregory, Commissioner Pearson, Commissioner Neupert, Commissioner Espinosa, Commissioner Stewart, Chief Smith, A/C LaGrandeur, A/C Moran, Community Services Specialist Laboda, FF/PM Matt Thompson, and Tom Curley

<u>Topic</u>	<u>Action</u>	<u>Assigned to/ Deadline</u>
The <u>Acceptance of the Agenda</u> —was conducted. Chair Gregory asked the BOC to look at the agenda to see if there are any additions or deletions on the agenda that needs to be made. The Agenda was approved as presented. Approved	*MSC	
The approval of <u>Minutes of the October 10, 2016 Regular Meeting</u> —was conducted. The Minutes were approved as presented. Approved	*MSC	
The <u>Blanket Voucher Approval Batch No. 484835 in the amount of \$56,110.32; BVA No. 485578 in the amount of \$8,638.05; BVA No. 485732 in the amount of \$56,995.57; Monthly Financial Report</u> —was reviewed. Approved	*MSC	
<u>Resolution No. 2016-23 – Declaration of Surplus Equipment</u> —was conducted. Approved	*MSC	
<u>Payroll for November, 2016 in the amount of \$424,494.23</u> —was reviewed. Chair Gregory circulated the document to the Board to review. Approved	*MSC	
<u>Public Participation</u> —Chair Gregory called for Public Participation. There was none.		
<u>Correspondence: (FYI)</u> —		
<ul style="list-style-type: none"> • <u>Callam County Fire District #3 – Seminar Series presented by Attorney Brian Snure</u>—was circulated for the Board of Commissioners to review. 		

11/14/16—Regular Meeting

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

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- **Kitsap County Fire Commissioners & Chiefs 2016 Holiday Brunch on Saturday, December 10, 2016 12:00 p.m. to 2:30 p.m. at the Sugamish Clearwater Casino Resort**— was circulated for the Board of Commissioners to review. Chair Gregory asked the Commissioners who was planning to attend. The following individuals stated that they will be attending the Kitsap County Fire & Commissioners & Chiefs Holiday Brunch: Commissioner Espinosa, Commissioner Gregory, Commissioner Neupert & Commissioner Pearson.

Chief's Report—

- **Recruit Academy**—A/C Moran stated that the Recruit Academy went to North Bend for live fire training on November 4, 2016 and they did very well. A/C Moran stated that we now have eight recruits; one recruit dropped out on his own. A/C Moran stated that this week they will obtaining wild land training. Commissioner Pearson asked if a date had been set for the graduation. A/C Moran stated that the graduation has been tentatively set for December 17, 2016 after the Board's Retreat. Further information will be provided at a later date.

- **Two new engines**—Chief Smith stated that the new engines should be here by the end of the year. Chief Smith stated that Robert Lacey, A/C Moran and I will be going to the factory to inspect the two new engines by the end of November. Chief Smith stated that there is going to be a problem with enclosure space once the two new engines arrive. Chief Smith stated that we might have to rent a space at the Zimmer Business Park where the old Kitsap Towing Building used to be for a 1,000.00 per month on a month to month basis until we get another building built or come up with another option. Chair Gregory asked how long we will have to pay for storage. Chief Smith stated that we will probably have to pay for storage space for a year. Chief Smith stated that more information will be coming at the Board's Retreat. A/C Moran stated that the plan would be to store the two engines that are in reserve and maybe a tender at the Zimmer Business Park. Chair Gregory asked what about our neighboring districts for additional storage space. Chief Smith stated that they do not have space. In fact, they asked us for additional storage space to store their engines.

- **2017 Budget**—Chair Gregory asked Chief Smith how the budget is coming along. Chief Smith stated that it is almost done. Chair Gregory asked if Chief Smith has met with the Budget Committee yet. Chief Smith stated that he will be planning to meet with the Budget Committee by next week.

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<ul style="list-style-type: none"> • Point No Point Casino hotel—Commissioner Neupert stated that the Point No Point Casino hotel will be opening pretty soon. Commissioner Neupert asked if the hotel will be on the contract next year. Chief Smith stated that the only way we can include the hotel in the contract is if we use some sort of assessment in order to bring their assessment in, however, in reviewing the contract it is not exactly worded that way. Chief Smith stated that in reviewing Port Gamble S’Klallam Tribe contract for next year the contract will increase next year about \$15,000.00 dollars. Discussion ensued. 		
<ul style="list-style-type: none"> • Washington Boulevard—A/C LaGrandeur stated that currently there are no restrictions in place; however, the county anticipates that there will be restrictions in the near future. A/C LaGrandeur stated that the citizens who lives in the Washington Boulevard area would like to have a public meeting to discuss the situation. No date or time has been set yet so further information will be provided at a later date. A/C LaGrandeur stated that once a date has been set, he will e-mail the information to the Board. 		
<p>Unfinished Business:</p> <ul style="list-style-type: none"> • There was no Unfinished Business to discuss. 		
<p>New Business:</p> <ul style="list-style-type: none"> • There was no New Business to discuss. 		
<p>Public Participation—Chair Gregory called for Public Participation. There was none.</p>		
<p>There being no further business to conduct, the meeting was adjourned at 7:53 p.m. Approved</p>	*MSC	
<p>Good of the Order:</p> <ul style="list-style-type: none"> • November 28, 2016 Commissioner Meeting—Commissioner Espinosa stated that he won’t be able to attend the next Commissioner Meeting on November 28, 2016 due to a doctor appointment. Commissioner Stewart stated that he won’t be there either because he will be in Mexico. 		

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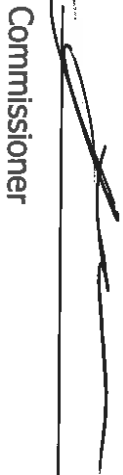
- **Kitsap County Fire Commissioners Association Meeting (KCFCA)**—Commissioner Neupert stated that the next KCFCA meeting will be tomorrow at Central Kitsap Fire & Rescue at the Administration Building at 7:00 p.m.
- **Eglen Station (old building)**—Chief Smith stated no information to report. The case is still in the system; no court date has been set.

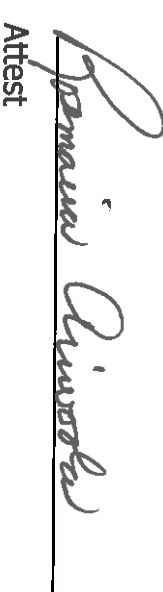

Commissioner

Commissioner


Commissioner

Commissioner


Commissioner


Attest

**NORTH KITSAP FIRE & RESCUE
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MOTION SHEET - 1 of 2

BOARD OF FIRE COMMISSIONERS REGULAR MEETING

Date: November 14, 2016 **Time:** 7:15 p.m.
ACTION ITEMS

Topic	Motion	
The Acceptance of the Agenda	Motion by Commissioner: Stewart	Motion to approve the Agenda as presented
	2 ND by Commissioner: Pearson	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
Minutes 10/10/16 Regular Meeting	Motion by Commissioner: Pearson	Motion to approve the Minutes of 10/10/16 Regular Meeting as presented
	2 ND by Commissioner: Neupert	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
BVA No. 484835 - \$56,110.32 BVA No. 485578 - \$ 8,638.05 BVA No. 485732 - \$56,995.57	Motion by Commissioner: Pearson	Moved to approve: BVA No. 484835 in the amount of \$56,110.32 BVA No. 485578 in the amount of \$ 8,638.05 BVA No. 485732 in the amount of \$56,995.57
	2 ND by Commissioner: Neupert	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
Resolution No. 2016-23 Declaration of Surplus Equipment	Motion by Commissioner: Pearson	Motion to approve Resolution No. 2016-23 Declaration of Surplus Equipment
	2 ND by Commissioner: Neupert	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:

* O = Opposed; A = Abstention

11/14/16—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: November 14, 216 **Time:** 7:15
ACTION ITEMS

Topic	Motion	
Payroll for November, 2016 in the amount of \$424,494.23	Motion by Commissioner: Pearson 2 ND by Commissioner: Stewart	Motion to approve the payroll for November, 2016 in the amount of \$424,494.23
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
Adjournment	Motion by Commissioner: Pearson 2 ND by Commissioner: Espinosa	Motion to adjourn the meeting at 7:53 p.m.
	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:

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