

NORTH KITSAP FIRE & RESCUE
BOARD OF FIRE COMMISSIONERS

Date: 12/27/16

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 Neupert, Commissioner Espinosa, Commissioner Pearson, Commissioner Stewart, Chief Dan Smith, Community Services Specialist Michele Laboda, B/C Steve Murray, FF/PM Mathew Thompson, 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. Commissioner Stewart requested to add the following item under <u>New Business: Administrative Contracts</u> . The Agenda was approved as amended. Approved	*MSC	
The <u>Approval of Minutes of the December 12, 2016 Regular Meeting</u> —was conducted. The Minutes were approved as presented. Approved	*MSC	
The <u>Approval of Minutes of the December 17, 2016 Special Meeting/Retreat</u> —The Minutes were approved as presented. Approved	*MSC	
The <u>Blanket Voucher Approval Batch No. 487645 in the amount of \$23,208.15; BYA No. 487785 in the amount of \$235,887.71; Monthly Financial Report</u> —was conducted. Approved	*MSC	
<u>Resolution No. 2016-26 - 2017 Regularly Scheduled Meeting Dates</u> —was conducted. Approved	*MSC	
<u>Public Comments:</u> Chair Gregory called for Public Comments. There was none.		

12/27/16—Regular Meeting

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

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Correspondence: (FYI)—the documents were circulated among the BOC—

- **Letter from the Kitsap County Board of Commissioners**—
Chair Gregory read the letter that the Board received from the Kitsap County Board of Commissioners. Discussion ensued. After discussion, Chair Gregory asked the Board what will be the next step to take regarding the letter. It was decided that Chief Smith will discuss the letter at the next Chief's meeting. In addition, Commissioner Neupert will discuss the letter at the next Kitsap County Fire Commissioner Association Executive Board Meeting. Chair Gregory requested to add this item to the second meeting in January 23, 2017.

Add to the Agenda for the Commissioner Meeting on January 23, 2017:

Letter from the Kitsap County Board of Commissioners

Unfinished Business:

- There was no Unfinished Business to discuss.

New Business:

- **2017 Budget Request**—Chief Smith stated that he had e-mailed a revised 2017 Budget Request for the Board to review last Wednesday. Chief Smith stated that the only thing that changed was the capital line item. Also, Chief Smith stated that he e-mailed the contract addendum plus the administrative contracts. Chief Smith distributed a comparison report analyzing the salaries for the various positions using other agencies. Commissioner Stewart stated that there was one changed that needed to be made on the contract addendum and that he had already discussed it with A/A Moran. Commissioner Stewart stated that A/A Moran made the change. Chief Smith requested for the Board to review the materials so that the Board can approve the contracts at the next meeting on January 9, 2017. Commissioner Pearson made a

***MSC**

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motion to approve the 2017 Budget Request. Commissioner Neupert seconded the motion. **Approved**

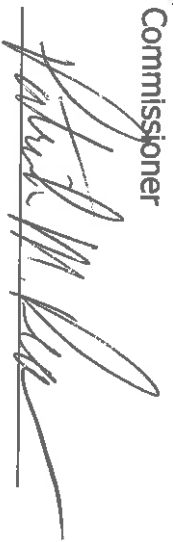
- **Administrative Contracts**—Chair Gregory asked Commissioner Stewart if we still needed to discuss this item. Commissioner Stewart answered “no.” The item was discussed during the 2017 Budget Request.

Public Comments: Chair Gregory called for Public Comments. There was none.

There being no further business to conduct, the meeting was adjourned at 8:06 p.m. **Approved**

***MSC**

Commissioner



Commissioner



Commissioner



Commissioner



Commissioner

Attest

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MOTION SHEET- 1 of 2

BOARD OF FIRE COMMISSIONERS REGULAR MEETING

Date: December 27, 2016 **Time:** 7:15 p.m.
ACTION ITEMS

Topic	Motion	
The Acceptance of the Agenda	Motion by Commissioner: Pearson	Motion to approve the Agenda as amended
	2 ND by Commissioner: Stewart	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
The Approval of Minutes of the December 12, 2016 Regular Meeting	Motion by Commissioner: Stewart	Motion to approve the Minutes of December 12, 2016 as presented
	2 ND by Commissioner: Neupert	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
The Approval of Minutes of the December 17, 2016 Regular Meeting	Motion by Commissioner: Pearson	Motion to approve the Minutes of December 17, 2016 as presented
	2 ND by Commissioner: Stewart	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
BVA No. 487645 - \$ 23,208.15 BVA No. 487785 - \$235,887.71	Motion by Commissioner: Pearson	Moved to approve: BVA No. 487645 in the amount of \$ 23,208.15 BVA No. 487785 in the amount of \$285,887.71
	2 ND by Commissioner: Neupert	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:

* O = Opposed; A = Abstention

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

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MOTION SHEET - 2 of 2

BOARD OF FIRE COMMISSIONERS REGULAR MEETING

Date: December 27, 2016 **Time:** 7:15 p.m.
ACTION ITEMS

Topic	Motion	
Resolution No. 2016-26 - 2017 Regularly Scheduled Meeting Dates	Motion by Commissioner: Stewart 2 ND by Commissioner: Pearson	Motion to approve Resolution No. 2016-26 - 2017 Regularly Scheduled Meeting Dates as presented
	Carried/Note	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
Adjournment	Motion by Commissioner: Pearson 2 ND by Commissioner: Neupert	Motion to adjourn the meeting at 8:06 p.m.
	Carried/Note	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
	Motion by Commissioner:	
	2 ND by Commissioner:	
	Carried/Note	Y <input type="checkbox"/> N <input type="checkbox"/> *Vote:
	Motion by Commissioner:	
	2 ND by Commissioner:	
	Carried/Note	Y <input type="checkbox"/> N <input type="checkbox"/> *Vote:

* O = Opposed; A = Abstention

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