

NORTH KITSAP FIRE & RESCUE  
BOARD OF FIRE COMMISSIONERS

Date: 05/08/17  
Time: 7:15 p.m.  
Place: 26642 Miller Bay Rd. NE, Kingston, WA

	<u>Topic</u>	<u>Action</u>	<u>Assigned to/ Deadline</u>
<p><b>Meeting called to order by Vice Chair Neupert at 7:15 p.m.</b> <b>Present:</b> Commissioner Neupert, Commissioner Pearson, Commissioner Stewart, Commissioner Espinosa, Chief Smith, A/C LaGrandeur, A/C Moran, Community Services Specialist Laboda, B/C Steve Murray and Lt. Mike Mock</p>	<p>The <b>Acceptance of the Agenda</b>—was conducted. Vice Chair Neupert 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. Vice Chair Neupert requested to add the following item under <b>Unfinished Business: Update on Fire Marshal and Fire Inspections</b>. The Agenda was approved as amended by Commissioner Pearson. In addition, Commissioner Stewart requested to add the following item under <b>New Business: Insurance Update</b>. The agenda was approved as amended by Commissioner Pearson. <b>Approved</b></p>	<p><b>*MSC</b></p>	
	<p>The approval of <b>Minutes of the April 24, 2017 Regular Meeting</b>—was conducted. The Minutes were approval as presented. Vice Chair Neupert, Commissioner Pearson and Commissioner Espinosa approved the minutes. <b>Approved</b></p>	<p><b>*MSC</b></p>	
	<p>The <b>Blanket Voucher Approval Batch No. 494192 in the amount of \$17,326.11; BVA No. 494266 in the amount of \$7,285.37; Monthly Financial Report</b>—was reviewed. <b>Approved</b></p>	<p><b>*MSC</b></p>	
	<p>The <b>Blanket Voucher Approval Batch No. 494425 in the amount of \$75,947.75</b>— Chief Smith stated that we bought two vehicles that were budgeted for two staff members through the state contract. Vice Chair Neupert stated that the vehicles are about 10,000.00 more than the allocated amount in the budget. Vice Chair Neupert asked what additional cost will be added to the vehicles besides the \$75,947.75. Chief Smith stated that it shouldn't be much more. Chief Smith believes that we already have the radios on hand; however, he will have to check with the maintenance staff. Chief Smith stated that the additional cost should be about \$4,000.00. Vice Chair Neupert requested that every vehicle that we are keeping needs to be lettered. A/C Moran stated that he will make sure that it get done. <b>Approved</b></p>	<p><b>*MSC</b> Every vehicle that we are keeping to be lettered</p>	<p>A/C Moran/ ASAP</p>

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<p><b>Resolution</b>—There were no resolutions to approve.</p>		
<p><b>Payroll for May, 2017 in the amount of \$421,882.62</b>—was reviewed. Vice Chair Neupert circulated the document to the Board to review. <b>Approved</b></p> <p><b>Public Participation</b>— Vice Chair Neupert called for Public Participation. Chief Smith introduced John Huntington to the Board. Chief Smith stated that John Huntington previously worked for the state patrol office and retired fifteen months ago. Chief Smith stated that John Huntington is currently working for the State Attorney General office. Chief Smith stated that John Huntington is interested in running for our open Commissioner Position. Vice Chair Neupert stated that filing starts next Monday for the next five days (May 15, 2017 to May 19, 2017). Vice Chair Neupert mentioned to John Huntington to make sure that he applies for the right position because there is two commissioner positions opened.</p>	<p style="text-align: center;"><b>*MSC</b></p>	
<p><b>Correspondence: (FYD)</b>—<i>the documents were circulated among the BOC</i></p> <ul style="list-style-type: none"> <li>There was no correspondence.</li> </ul>		
<p><b>Chief's Report</b>—</p> <ul style="list-style-type: none"> <li><b>Accident on July 4, 2014</b>—Chief Smith stated that the trial for the July 4, 2014 accident started today. Chief Smith stated that it is scheduled to go for two weeks and that he will be at King County Courthouse for the next two weeks. Chief Smith stated that the trial is at the King County Courthouse and that jury selection began today. Chief Smith mention to Commissioner Stewart that he is welcome to come on any day that he wishes to attend. Chief Smith stated that the opening statements hopefully will begin tomorrow around 10:00 a.m. Chief Smith stated that A/A Moran will be going on the day when the closing arguments occur. Discussion ensued.</li> </ul>		
<ul style="list-style-type: none"> <li><b>Operation Report:</b> <b>Overtime</b>—A/C LaGrandeur stated that the overtime hours in April, 2017 was 117.08 hours. A/C LaGrandeur stated that the overtime hours went down considerably in April compared to March, 2017 which was 288 hours.</li> </ul>		

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<p><b><u>February call volume</u></b>—A/C LaGrandeur stated that we had 217 response calls in April, 2017 and that 70% of those calls were EMS calls.</p>		
<ul style="list-style-type: none"> <li>• <b><u>West Kingston Closure</u></b>—A/C LaGrandeur stated that the West Kingston Road closure started up in April. A/C LaGrandeur stated that he has asked the Battalion Chief to try to keep the Station 85 crew in house as much as possible to minimize the delay of having to go around. A/C LaGrandeur that we haven't had any real issues yet; however, we have seen increased traffic on Highway 104.</li> </ul>		
<ul style="list-style-type: none"> <li>• <b><u>Marine 81</u></b>—A/C LaGrandeur stated that Marine 81 will taking part in the Kingston Cove Opening Day activities on Saturday, May 13, 2017 which will include being part of the boat parade, a brief demonstration of the fire pump and tours of Marine 81 while at the dock.</li> </ul>		
<ul style="list-style-type: none"> <li>• <b><u>2017 Fall EMT Class</u></b>—A/C Moran stated that four of our most current academy graduates are graduating from the EMT school. The students will be taking their national registry test next week. Then they will be taking the Kitsap County Protocol test, our test and should be ready to be put on the road as EMT in June.</li> </ul>		
<ul style="list-style-type: none"> <li>• <b><u>Storage Lease</u></b>—A/C Moran stated that the lease for the apparatus storage has ended. A/C Moran stated that the building was sold and that we lost the lease for the storage for the apparatus due to confusion with the new owner.</li> </ul>		
<ul style="list-style-type: none"> <li>• <b><u>Two New Vehicles</u></b>—A/C Moran stated that two new staff vehicles are ready for delivery. A/C Moran stated that Robert Lacey and his staff will be picking them up on Wednesday. A/C Moran stated that the vehicles have to be inspected by Robert Lacey and then licensed.</li> </ul>		

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<ul style="list-style-type: none"> <li>• <b>Marine 81</b>—A/C Moran stated that the annual maintenance was done on Marine 81 last week by an outside contractor due to motors being outboards. A/C Moran stated that the total cost was \$3,400.00.</li> </ul>			
<ul style="list-style-type: none"> <li>• <b>Water Valve Rebuild Kits</b>—A/C Moran stated that two valve rebuild kits were purchased for Darley #186 &amp; Darley #192. A/C Moran that the work was done by our Maintenance staff. In addition, we purchased an extra water valve kit to have on hand. A/C Moran stated that the total cost was \$3,600.00.</li> </ul>			
<p><b>Unfinished Business:</b></p> <ul style="list-style-type: none"> <li>• <b>Update on Fire Marshal and Fire Inspections</b>—Vice Chair Neupert stated that at the last monthly meeting with the County Fire Commissioners at Central Kitsap Fire &amp; Rescue the guest speaker was the County Fire Marshal. Vice Chair Neupert stated that the fire marshal discussed plans of what he was going to do at Central Kitsap Fire &amp; Rescue and South Kitsap Fire &amp; Rescue and said nothing about North. Vice Chair Neupert stated that he asked what about up North. The Fire Marshal responding that we are already doing fire inspections and that the fire marshal's office will not be nothing up North. Vice Chair Neupert stated that he feels that we need to terminate the interlocal agreement that we have with Kitsap County Fire Marshal's office. Discussion took place regarding the pros and cons of terminating the interlocal agreement that the fire department has with Kitsap County Fire marshal's office. After discussion took place, Vice Chair Neupert made a motion for Chief Smith to send a letter giving the 180 days' notice that we are terminating the interlocal agreement between North Kitsap Fire &amp; Rescue and Kitsap County Fire Marshal's office. Commissioner Stewart seconded the motion. <b>Approved</b></li> </ul>		<b>*MSC</b>	
<p><b>New Business:</b></p> <ul style="list-style-type: none"> <li>• <b>Insurance Update</b>—Commissioner Stewart asked a question regarding litigations pertaining to the cost of our insurance policies. Chief Smith stated that he has no idea what the additional cost is due to the litigations. Chief Smith encourage the Board to contact Brian Edgren if they have any questions regarding the insurance policies. The Board decided that Brian Edgren does not need to come to the next Commissioner Meeting.</li> </ul>			
<p><b>Public Participation</b>—Vice Chair Neupert called for Public Participation. There was none.</p>			

05/08/17—Regular Meeting

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

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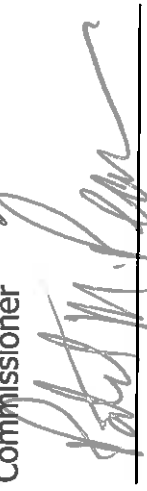
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There being no further business to conduct, the meeting was adjourned at 8:28 p.m. Approved


\*MSC

  
Commissioner

  
Commissioner

  
Commissioner

  
Commissioner

  
Commissioner

  
Attest

05/08/17—Regular Meeting

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**MOTION SHEET- 1 of 2**

**BOARD OF FIRE COMMISSIONERS REGULAR MEETING**

**Date:** May 08, 2017    **Time:** 7:15 p.m.  
**ACTION ITEMS**

Topic	Motion	Motion to approve the amended Agenda as amended
The Acceptance of the Agenda	Motion by Commissioner: Pearson	
	2 <sup>ND</sup> by Commissioner: Stewart	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
Minutes 04/24/17 Regular Meeting	Motion by Commissioner: Pearson	Motion to approve the Minutes of 04/24/17 as presented
	2 <sup>ND</sup> by Commissioner: Espinosa	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote: "Stewart"
BVA No. 494192 - \$17,326.11 BVA No. 494266 - \$ 7,285.37	Motion by Commissioner: Pearson	Moved to approve: BVA No. 494192 in the amount of \$17,326.11 BVA No. 494266 in the amount of \$ 7,285.37
	2 <sup>ND</sup> by Commissioner: Stewart	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
BVA No. 494425 - \$75,947.75	Motion by Commissioner: Pearson	Moved to approve: BVA No. 494425 in the amount of \$\$75,447.75
	2 <sup>ND</sup> by Commissioner: Stewart	
	Carried/Vote	Y <input type="checkbox"/> N <input type="checkbox"/> *Vote:

\* O = Opposed; A = Abstention

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**MOTION SHEET- 2 of 2**

**BOARD OF FIRE COMMISSIONERS REGULAR MEETING**

**Date:** May 08, 2017    **Time:** 7:15 p.m.  
**ACTION ITEMS**

Topic	Motion	Motion by Commissioner:	
Interlocal Agreement between North Kitsap Fire & Rescue & Kitsap County Fire Marshal's Office		Neupert	Motion to send a letter giving the 180 days' notice that we are terminating the interlocal agreement between North Kitsap Fire & Rescue and Kitsap County Fire Marshal's office
	2 <sup>ND</sup> by Commissioner: Stewart		
	Carried/Vote		Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
Adjourn Meeting		Pearson	Motion to adjourn the Meeting at 8:28 p.m.
	2 <sup>ND</sup> by Commissioner: Stewart		
	Carried/Vote		Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
	Motion by Commissioner:		
	2 <sup>ND</sup> by Commissioner:		
	Carried/Vote		Y <input type="checkbox"/> N <input type="checkbox"/> *Vote:
	Motion by Commissioner:		
	2 <sup>ND</sup> by Commissioner:		
	Carried/Vote		Y <input type="checkbox"/> N <input type="checkbox"/> *Vote:

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05/08/17—Regular Meeting

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