

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

Date: 10/28/19

Time: 7:00 p.m.

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

Meeting called to order by Chair Neupert at 7:00 p.m.

Present: Commissioner Neupert, Commissioner Pearson, Commissioner Gregory, Commissioner Huntington, Commissioner Stewart, A/C LaGrandeur, Community Services Specialist Laboda, Dir. Admin Services Patti, Tom Curley.

<u>Topic</u>	<u>Action</u>	<u>Assigned to/ Deadline</u>
<p>The <u>Acceptance of the Agenda</u> - was conducted. Chair Neupert asked the BOC to review the agenda to see if there are any additions or deletions needed. DAS Patti requested the following items be added to the agenda:</p> <ul style="list-style-type: none"> • BVA No. 536554 in the amount of \$10,376.87 • Format revision of Resolution 2019-24 Torte Claim Agent • October Payroll Correction • Review/revision of BVA No. 535654 <p>The agenda was approved as amended. Approved</p>	*MSC	
<p>The approval of the <u>Minutes of the October 14, 2019 Regular Meeting</u> -was conducted. The Minutes were approved as presented. Approved</p>	*MSC	
<p>The <u>Blanket Voucher Approval (BVA) No. 536023 in the amount of \$40,922.08; BVA No. 536297 in the amount of \$39,145.76; BVA No. 536554 in the amount of \$10,376.87 was reviewed by the Board.</u> There was discussion on what the additional BVA in the amount of \$10,376.87 was for. Commissioner Pearson reported this was to repair a cracked head. Approved</p>	*MSC	
<p><u>Resolutions</u></p> <ul style="list-style-type: none"> • <u>Resolution No. 2019-26 regarding settlement of a lawsuit and transfer of property located on Eglon Road</u> -was conducted. Approved 	*MSC	

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<p>A/C LaGrandeur provided an update on the Elgon Station. With the passing of this Resolution, Attorney Brian Snure can move forward with executing a stipulated order clearing the title to the Eglon Firehouse Property and any additional action to conclude the lawsuit. In addition, Chief Smith can then execute a quit claim deed and any additional documents necessary to transfer the property to the Eglon Improvement Club. There was discussion regarding our storage at the property. AC LaGrandeur will follow up with AC Moran and report back. The Board wanted to ensure any costs associated with the transfer of property will be covered by the Eglon Improvement Club.</p>		
<ul style="list-style-type: none"> • <u>Resolution No. 2019-24 Appointment of Agent to Receive Claims</u> – DAS Patti reported this Resolution was passed at our meeting on 10/14/19, however, the formatting to get it recorded at the County was incorrect. She requested that the Board review and sign the revised Resolution. Approved 	*MSC	
<p><u>Payroll Revision for the month of October 2019 in the corrected amount of \$461,075.19</u> - was reviewed. DAS Patti reported the difference was due to L&I adjustment and three resident stipends. Approved</p>	*MSC	
<p><u>Public Participation</u> - Chair Neupert called for public participation. There was none.</p>		
<p><u>Correspondence:</u> (FYI) - Director Patti reported there was no correspondence.</p>		
<p><u>Unfinished Business:</u></p> <ul style="list-style-type: none"> • Eglon Station: The update on the property transfer was completed with the review of the Resolution 2019-26. 		
<p><u>Public Participation</u>—Chair Neupert called for Public Participation. There was none.</p>		
<p><u>Good of the Order:</u></p> <ul style="list-style-type: none"> ➤ 2020 Budget- Commissioner Neupert requested information on our 2020 Budget. Currently Chief Smith is with our wildland team in California and we are unsure how long he will be gone. DAS Patti reported she is preparing the revenue figures. A/C 		

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<p>LaGrandeur reported Chief has been working on the budget and will be able to address this once he returns. He remarked we don't have any big ticket items to report like we did for 2019. Commissioner Stewart reminded the Board that he will be unable to attend a budget committee meeting beyond November 15th. Commissioner Neupert offered to sit in on Commissioner Stewarts behalf.</p> <ul style="list-style-type: none"> ➤ HVAC System Completion- The Board inquired how close are we to the completion of our HVAC system install. AC LaGrandeur reported we are very close to completion of this project. ➤ EMS Levy- Commissioner Neupert inquired if there is anything new to report on the EMS levy. A/C LaGrandeur reported we have seen a steady stream of voters dropping off ballots at Station 81. ➤ Closest Unit – A/C LaGrandeur shared that we went live with Closest Unit Dispatch this afternoon. We are monitoring calls closely. ➤ Wildland- A/C LaGrandeur reported we have a team heading to California composed of five members and Chief Smith. ➤ Recap of the WFC A Conference- Members of the Board that attended the WFC A Annual Conference were very pleased with the content of this year's conference. Commissioner Stewart thought the seminar on Cyber Attack was very eye-opening. The Board requested information on what our plan is should we fall victim to a cyber-attack. DAS Patti will provide an update to the Board at next month's meeting. 		
<p>There being no further business to conduct, the meeting was adjourned at <u>7:33 p.m.</u> Approved</p>	<p>*MSC</p>	

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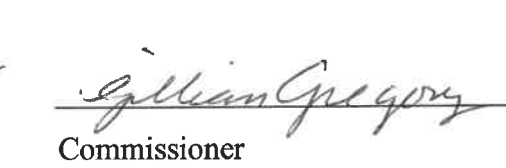
Commissioner



Commissioner



Commissioner



Commissioner



Commissioner



Attest

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MOTION SHEET- 1 of 2

ACTION ITEMS

Topic	Motion	
Acceptance of the Agenda	Motion by Commissioner: Pearson	Motion to approve the agenda as amended. Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
	2 nd by Commissioner: Huntington	
	Carried/Vote	
Minutes from 10/14/19 Regular Meeting	Motion by Commissioner: Huntington	Moved to approve the minutes of 10/14/2019 as presented. Abstention – Commissioner Stewart Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
	2 nd by Commissioner: Pearson	
	Carried/Vote	
BVA No. 536023 BVA No. 536297 BVA No. 536554	Motion by Commissioner: Pearson	Moved to approve: BVA No. 536023 in the amount of \$40,922.08 BVA No. 536297 in the amount of \$39,145.76 BVA No. 536554 in the amount of \$10,376.87 Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
	2 nd by Commissioner: Gregory	
	Carried/Vote	
Resolution No. 2019-26 Settlement of a lawsuit and transfer of real property on Eglon Rd.	Motion by Commissioner: Stewart	Motion to approve Resolution No. 2019-26 as presented. Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
	2 nd by Commissioner: Pearson	
	Carried/Vote	

* O = Opposed; A = Abstention

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MOTION SHEET- 2 of 2

ACTION ITEMS

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Payroll revision for the month of October 2019 in the amount of \$461,075.19.	Motion by Commissioner: Gregory	Motion to approve the October 2019 Payroll as amended.
	2 nd by Commissioner: Stewart	
	Carried/Vote	
Adjourn Meeting	Motion by Commissioner: Huntington	Motion to adjourn meeting at 7:33 p.m.
	2 nd by Commissioner: Gregory	
	Carried/Vote	

* O = Opposed; A = Abstention