

Board of Fire Commissioners Meeting Minutes

1825 South Lake Stevens Road, Lake Stevens, WA 98258

February 3, 2011

0930 hours

CALL TO ORDER

Chairman Elmore called the meeting to order at 0933 hours.

ROLL CALL

Chairman Elmore, Commissioner Lorentzen, Commissioner Foster, District Secretary/Legal Counsel Brian Snure, Chief Lingenfelter, Leah Schoof, Council Member Kathy Holder, and Laana Larson.

NEW BUSINESS

Action

Firefighter Oath Presentation

Chief Lingenfelter presented the Firefighter Oath to Firefighters Brian Kees, Garth Lervold, and David Petersen.

Commissioners congratulated these firefighters on passing probation and taking the Firefighter Oath.

At 0945 hours Chairman Elmore called for a 25 minute break. Chairman Elmore reconvened the open public meeting at 1010 hours.

ADDITIONAL AGENDA ITEMS

None

MINUTES

Minutes 11-01-20

Motion to approve the January 20, 2011 Commissioner Meeting minutes as submitted.
Motion by Commissioner Lorentzen 2nd by Commissioner Foster.
Vote Unanimous.

FINANCIAL REPORT

Vouchers

Motion to approve Expense Vouchers 1102001 through 1102026 in the total amount of \$15,147.43 as submitted.
Motion by Commissioner Lorentzen and 2nd by Chairman Elmore.
Vote Unanimous.

Expense Report

CORRESPONDENCE

Risk Watch Letters
NFPA Journal Article

SECRETARY'S REPORT

District Secretary/Legal Counsel Brian Snure commented he is currently working with Keith McKinney on leasing and with Leah Schoof on excise taxes. We are managing well.

OLD BUSINESS

Discussion

Surplus Bid Award

Chief Lingenfelter confirmed the 1995 Chevrolet Astro Van is surplus and out for bid. Details are posted on our website. Competitive bids are due by 4pm Tuesday, February 15th and award will be announced at the next regular Commissioner Meeting, February 17th.

LAKE STEVENS
FIRE

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"Touching Lives Today ~ Planning for Tomorrow"

Fire Commissioners:
Troy Elmore, Dan Lorentzen, Vern Foster
Fire Chief Dave Lingenfelter

1825 South Lake Stevens Road
Lake Stevens, WA 98258

Action

None

NEW BUSINESS**Discussion****Chelan Conference**

Chief Lingenfelter commented we have acquired a second hotel room and asked which Commissioners would like to attend this conference.

Commissioner Foster will plan to attend with Chief Lingenfelter.

CHIEF'S REPORT**S81 Update**

Chief Lingenfelter commented he recently met with Mark Neal. Currently Mark is working on a walk through at Station 81 and creating a list of items for a request for proposal. We have reviewed suggestions from all three shifts.

Emergency Generator

Chief Lingenfelter commented the location we had planned to use for the emergency generator is directly over a sewer line and we are now working on a new location.

Professional Building

Chief Lingenfelter commented we are currently working on a Letter of Intent with the potential restaurant for the Professional Building.

Newsletter Update

Chief Lingenfelter has confirmed the newsletter has been distributed through the Lake Stevens Journal, Snohomish Tribune, Lake Stevens PO Boxes, and all the local businesses. He thanked the Commissioners for their participation.

Strategic Plan Update

Chief Lingenfelter commented we have confirmed with Waldron & Company that we plan to work with Janaki Severy as our consultant. Yesterday we met as a staff to review our current Strategic Plan and where we are with the various initiatives. We will be meeting with Janaki in the near future to draft a timeline of events for working through this process. Chief Lingenfelter asked the Commissioners if they had any suggestions for our Community Control Group.

Chairman Elmore asked for the Safer Act criteria to be considered during the strategic planning process.

Fire Prevention Grant

Robert Marshall and Alison Caton have worked together to submit a grant today for senior falls which includes a component of training for Granite Falls Fire District 17.

The next regular Commissioner Meeting is 9:30am Thursday, February 17th at the HQ Board Room located at 1825 South Lake Stevens Road, Lake Stevens, WA.

GOOD OF THE ORDER

Commissioner Foster commented it was good to see a great turn out today for our Firefighter Oath ceremony.

Commissioner Lorentzen commented it was awesome to have the Firefighter Oath ceremony. He thanked the staff for their participation in the newsletter, and he has already heard positive comments. He is also looking forward to our strategic planning process.

Chairman Elmore commented it great to see our firefighters pass probation and be recognized at today's ceremony. He also commented he is planning to meet with Granite Falls Fire District 17 Commissioner Chair Gillam in an effort to keep communications open.

EXECUTIVE SESSION

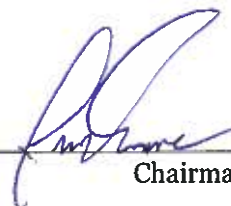
Chairman Elmore called for an executive session at 1034 hours for 5 minutes pursuant to RCW 42.31.110(1)(i) to discuss the threat of litigation with no anticipated action. Executive session included Chairman Elmore, Commissioner Lorentzen, Commissioner Foster, District Secretary/Legal Counsel Brian Snure and Chief Lingenfelter.

Chairman Elmore reconvened the open public meeting at 1039 hours and there was no action taken. Meeting moved to Adjournment.

ADJOURNMENT

Motion to adjourn the meeting at 1045 hours.
Motion by Commissioner Lorentzen and 2nd by Chairman Elmore.
Vote Unanimous.

Minutes respectfully submitted by Laana Larson, Communications Director.



Chairman Troy Elmore



Commissioner Dan Lorentzen



Commissioner Vern Foster