

Board of Fire Commissioners Meeting Minutes

1825 South Lake Stevens Road, Lake Stevens, WA 98258

May 2, 2011

0930 hours

CALL TO ORDER

Chairman Elmore called the meeting to order at 0930 hours.

ROLL CALL

Chairman Elmore, Commissioner Lorentzen, Commissioner Foster, District Secretary/Legal Counsel Brian Snure, Chief Lingenfelter, Deputy Chief Huff, Council Member Kim Daughtry, Captain Barry, Vice President Aamold, Leah Schoof, and Laana Larson.

ADDITIONAL AGENDA ITEMS

None

MINUTES

Minutes 11-04-20

Motion to approve the April 20, 2011 Commissioner Meeting minutes as submitted.
Motion by Chairman Elmore and 2nd by Commissioner Lorentzen.
Vote Unanimous.

FINANCIAL REPORT

Vouchers

Motion to approve Expense Vouchers 1105001 through 1105022 in the total amount of \$19,031.69 as submitted.
Motion by Commissioner Lorentzen and 2nd by Commissioner Foster.
Vote Unanimous.

Motion to approve Foster Press Voucher 1105023 in the total amount of \$3.26 as submitted.
Motion by Commissioner Lorentzen and 2nd by Chairman Elmore.
Vote Passed. Commissioner Foster abstained.

Motion to approve Capital Voucher 1105001 in the total amount of \$8,141.00 as submitted.
Motion by Commissioner Lorentzen and 2nd by Commissioner Foster.
Vote Unanimous.

Expense Report

Financial Forecast

Financial Forecast Presentation by Leah Schoof.

Commissioner Lorentzen commented there are still some things we can adjust on the budget, such as the Commissioners' contingency fund.

Leah Schoof commented we are looking for ideas as we go into Strategic Planning facing these challenges.

The Commissioners thanked Leah Schoof for her presentation.

CORRESPONDENCE

None



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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

SECRETARY'S REPORT

District Secretary/Legal Counsel Brian Snure commented he had nothing additional to report.

OLD BUSINESS

Discussion

20/20 Property Services

Chief Lingenfelter commented a question was brought up at the last Commissioner Meeting regarding 20/20 Property Services and he wanted to clarify their service. Chief confirmed that he reviewed three different bids and selected 20/20 Property Services at prevailing wage. We are only using the first option listed under "Services." Mike Frymire is maintaining the irrigation system. The initial property clean up was a one-time charge in June, and we do have a monthly service charge.

Action

None

NEW BUSINESS

Discussion

None

Action

None

CHIEF'S REPORT

Emergency Generator

Chief Lingenfelter confirmed the switch is here, which is our final piece of equipment. We paid PUD \$8,000 to use the vault for the wiring and this cost was not anticipated. Construction will begin once PUD receives their check and they should begin the hook up process this week.

Savings on Supplies

Mike Frymire is now working with two new vendors regarding soft goods (toilet paper, paper towels, and maintenance supplies) and cleaners. We are now buying many items at half the price of Fire Rescue GPO and saving a minimum of 40%. Our new vendors are Waxie Sanitary Supply & ECO Lab. All government agencies qualify for these savings.

Strategic Plan Update

Chief Lingenfelter commented we are finalizing community questions with Janaki and fine tuning plans for Controlled Community Group meeting.

Fire Academy Graduation Ceremony

Chief Lingenfelter commented Paramedic/Firefighter Norm Peterson did an awesome job representing us at the Fire Academy. He received the Bull Dog Award, he was Class Leader two weeks in a row, he received the Leadership Award, and he was the Class Speaker at the Graduation Ceremony.

Showcase Lake Stevens

Chief Lingenfelter thanked Firefighters Rob Miner & Michael Tanberg, as well as Laana Larson & Alison Caton, for representing Lake Stevens Fire at the annual Showcase Lake Stevens.

Perspectives on the Economy Luncheon

Chief Lingenfelter commented he is planning to attend this luncheon seminar on Wednesday, May 4th from 11:30am – 1:15pm at the Lynnwood Convention Center. He asked if any of our Commissioners would like to attend. This event is hosted by South Snohomish County Chamber of Commerce.

Labor Relations Conference in Yakima

Chief Lingenfelter commented he is planning to attend this Labor Relations Conference on May 12 & 13.

First Responders Day

We will be hosting a "First Responders Thank You Day" at the Conference Center on Thursday May 19th and tentatively the time has been set at 4-6pm. Dr. Darlene Castle is facilitating this combined event with both police and fire. We will be sure to distribute the details once they have been confirmed.

Relay for Life Lake Stevens

Join our LSF team! This event will be taking place at the Lake Stevens High School Track on Saturday and Sunday, May 14 and 15. We are looking for walkers at 30 minute intervals and please contact Paramedic/Firefighter Shane Nelson if you are interested in participating.

The next regular Commissioner Meeting is scheduled for 9:30am Thursday, May 19th at the HQ Board Room located at 1825 South Lake Stevens Road, Lake Stevens.

GOOD OF THE ORDER

Commissioner Lorentzen congratulated Norm Peterson on his graduation from the Fire Academy and appreciated our participation in the Showcase Lake Stevens event. He is looking forward to Strategic Planning and moving forward as we face the challenges.

Commissioner Foster thanked Leah Schoof for the Financial Forecast Presentation and thanked Laana Larson for her help with Showcase Lake Stevens. He is looking forward to First Responders Thank You Day.

Chairman Elmore also congratulated Norm Peterson on his graduation. He is looking forward to Strategic Planning. It may be a challenging process, yet we can still have positives.

EXECUTIVE SESSION

Chairman Elmore called for an executive session at 1006 hours for 24 minutes regarding pending litigation with legal counsel pursuant to RCW 42.30.110(1)(i); a potential Professional Building lease pursuant to RCW 42.30.110(1)(c); and to discuss potential negotiation matters pursuant to RCW 42.30.140(4)(a) with no anticipated action. Executive session included Chairman Elmore, Commissioner Lorentzen, Commissioner Foster, District Secretary/Legal Counsel Brian Snure, Chief Lingenfelter and Deputy Chief Huff.

At 1030 hours Chairman Elmore announced to the public that the executive session would be continued for an additional 10 minutes until 1040 hours.

Chairman Elmore reconvened the open public meeting at 1041 hours and there was no action taken. Meeting moved to Adjournment.

ADJOURNMENT

Motion to adjourn the meeting at 1042 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