



KING COUNTY FIRE PROTECTION DISTRICT NO. 16
18030-73RD AVENUE N.E.
KENMORE, WA 98028

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EMERGENCY 9-1-1

MINUTES

July 21, 2009

REGULAR MEETING BOARD OF COMMISSIONERS

I. OPENING OF MEETING

The July 21, 2009 meeting of the Board of Commissioners of King County Fire Protection District No. 16 was held at District Headquarters located at 18030 73rd Avenue N.E., Kenmore, King County, Washington. The Chair, Don Ellis called the meeting to order at 1700 hours. Persons in attendance, in addition to the Chair, were Commissioners Ron Gehrke, Dave Maehren, Carolyn Armanini and Kae Peterson. Also present was Fire Chief Tom Weathers, Deputy Chief Jim Torpin, Battalion Chiefs Mike Jones and Doug Knight together with Secretary Andrea McDaniel and Legal Counsel Kinnon W. Williams. Also present was Bill Bass of Bass Consulting, Brian Harris of TCA Architects, Tom Broetje of CFO2GO and Representative from Harmatta Construction, Alexander Harmatta, Laura Feshbach and Harmatta's Legal Counsel John Lukjanowicz.

II. CALL FOR ADDITIONS

2.1 Addition

Legal Counsel Kinnon Williams requested an executive session be held to discuss potential litigation pursuant to 42.30.110. Commissioner Ellis requested that the visitors in the audience be introduced and indicate if they would like to address the Board, prior to executive session.

Mr. John Lukjanowicz introduced himself and the other representatives of Harmatta Construction, Alexander Harmatta and Laura Feshbach. Mr. Lukjanowicz indicated he would like to address the Board regarding Harmatta Construction's bid. Commissioner Ellis thanked them for coming and indicated the Board would hear from them after the executive session.

Executive session from 1704 hours to 1713 hours.

Following executive session Mr. Lukjanowicz addressed the Board regarding Harmatta Construction being the lowest responsible bidder on the construction project. Mr. Lukjanowicz indicated that they are aware that the bid was being reviewed on the criteria that Harmatta Construction did not meet the requirements for lowest responsible bidder. Mr. Lukjanowicz indicated that he understood that Harmatta Construction would not be awarded the contract because it had not completed any new construction "from the ground up". Mr. Lukjanowicz then provided an overview of Harmatta Construction's background and projects Harmatta Construction has completed and asserted that Harmatta had performed all the elements of construction which would occur in this project

Mr. Harmatta then addressed the Board and provided background on his experience and additional information regarding projects Harmatta Construction had completed. Mr. Harmatta stated that since he had a smaller company he would be able to better meet the District's needs. He also pointed to the fact that his company was Seattle based and hired Union labor.

Following Mr. Harmatta's presentation, Mr. Lukjanowicz again addressed the Board and requested that Harmatta Construction be given the chance to meet with TCA Architects and Bass Consulting to prove that Harmatta Construction does meet the 'bidder responsibility criteria'. He concluded by arguing that the District should award the contract to Harmatta because the District has the assurance of Harmatta's bonding company and that Harmatta could prove that it completed all of the construction elements of the Headquarters project. Commissioner Ellis thanked them for the information.

III. INFORMATION ITEMS

3.1 Financial Division Report

This item was moved on the agenda from Information Items, item 3.3.

Chief Weathers provided a brief overview of the financial strategic plan. Tom Broetje presented the Board with a handout of financial documents detailing the current budget and funds. Mr. Broetje went over the items in the handout as well as presented the current strategic plan. Mr. Broetje also went over areas of potential concern, such as healthcare costs and funding of the reserves. A discussion ensued. Following the discussion Chief Weathers provided a summary of the items presented and discussed regarding the financial status of the District.

Commissioner Armanini requested that Administration explore alternative options for healthcare plans and insurance providers, due to the expected increase. A discussion ensued. Chief Weathers indicated that they are currently exploring alternatives.

Commissioner Maehren inquired as to what the process will be for make decisions regarding the long term financial plan. A discussion ensued. Following the discussion it was determined to have this as an ongoing item on the agenda under Long Term Financial Planning.

Mr. Broetje indicated he had met with each Commissioner to review the strategic plan. Commissioner Armanini requested that Mr. Broetje compile a list of areas where potential reductions could be made to the strategic plan from the information he gathered from his meetings. A discussion ensued. Mr. Broetje indicated he would have the compiled list emailed to the Board by Monday July 27, 2009.

Assignment: Mr. Broetje is to compile and distribute a list where potential reductions could be made to the strategic plan.

Action Item: Long Term Financial Planning will be added to the board meeting agenda as an ongoing discussion item.

3.2 PMSI Quarterly Report

Chief Weathers reported that the quarterly report from PMSI had been distributed to the Board via email.

Commissioner Maehren requested that the duration of the reports from PMSI be changed to semi annually; this request was approved by consensus.

Commissioner Maehren inquired as to when the results of the employee satisfaction survey would be presented to the Board. DC Torpin indicated PMSI is currently meeting with all the shifts and administrative staff to clarify a few areas and should have the report completed by the middle of August.

IV. EXECUTIVE SESSION

4.5 Station 51 Construction Contractor

At 1805 hours the Board moved into Executive Session to discuss potential litigation pursuant to 42.30.110 until 1820 hours. At 1820 hours the Board extended the Executive Session until 1830 hours. At 1830 hours the Board returned to Regular Session and moved to Information Items; item 3.3 New Station Construction Project on the agenda.

III. INFORMATION ITEMS

3.3 New Station Construction Project

This item was moved on the agenda from Information Items, item 3.1.

Commissioner Peterson made the following motion: After reviewing all the information submitted by Harmatta Construction and the report from the Construction Committee the Board cannot find that Harmatta Construction meets the requirements established in the bid documents to qualify as the lowest responsible bidder for the project. The motion was seconded by Commissioner Gehrke and passed unanimously.

V. EXECUTIVE SESSION

At 1835 hours the Board moved into Executive Session to discuss potential labor negotiations pursuant to 42.30.110 until 1850 hours. At 1850 hours the Board extended the Executive Session until 1910 hours. At 1910 hours the Board returned to Regular Session and moved to Action Items on the agenda.

VI. ACTION ITEMS

6.1 Critical Issues – Role of the Board

By consensus this item was tabled and moved to be discussed at the next regularly scheduled meeting on August 4, 2009.

Action Item: Discussion of the ‘Role of the Board’ topic will be placed on the August 4th board meeting agenda.

6.2 Technical Rescue Inter-Local Agreement

Chief Weathers indicated that the Technical Rescue Inter-Local Agreement had been reviewed and approved by Legal Counsel. Chief Weathers provided a brief update on the changes to the agreement which included the lead agency being the City of Kirkland.

Commissioner Gehrke motioned to approve the Technical Rescue Inter-Local Agreement. The motion was seconded by Commissioner Ellis. A discussion ensued. Following the discussion the Chair called for a vote on the motion, the motion passed with a vote of 5-0.

6.3 Policy Revisions

DC Torpin reported that updated policies had been sent to the Board via email. DC Torpin provided a brief overview of the changes to the policies that were mandated by recent changes to State and Federal law. A discussion ensued.

VII. FIRE CHIEF'S REPORT

The Fire Chief's report was submitted to the Board via email.

Commissioner Maehren inquired on the issues with the phone system. Chief Weathers indicated that the hardware was overheating and the system is over 30 years old. Steps are currently being taken to reduce the overheating and other alternatives are being researched.

VIII. CONSENT CALENDAR

8.1 Approval of Minutes, Vouchers and Resolutions

By a motion of Commissioner Peterson, seconded by Commissioner Armanini, the consent calendar was unanimously approved. The consent calendar consisted of the regular meeting minutes of July 16, 2009, General Fund Vouchers 07043 through 07066 (\$9,442.86), 07067 through 07082 (\$57,842.83), Reserve Fund Vouchers 07004 through 07008 (\$14,787.40), Capital Fund Vouchers 07008 through 07009 (\$19,302.50), Donation Fund Voucher 07001 (\$32,823.72).

Commissioner Armanini noted Commissioner should be prudent when charging meal expenses to the District.

XI. ADJOURNMENT

The meeting was adjourned at 1925 hours.

NEXT MEETING DATE

The next regularly scheduled Commissioners meeting is for August 4, 2009.

Attachments:

Agenda
Fire Chief's Report
Warrants for King County Fire District No. 16
Financial Handouts

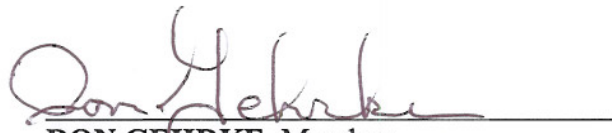
BOARD OF COMMISSIONERS



DON ELLIS, Chair


KAE PETERSON, Member


DAVID MAEHREN, Member


RON GEHRKE, Member


CAROLYN ARMANINI, Member

ATTEST


ANDREA McDANIEL, Secretary

King County Fire Protection District No. 16

Adopted at a Regular Meeting of the Board of Commissioners July 31, 2009