



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

BUSINESS (425) 486-2784      FAX (425) 483-6598      EMERGENCY 9-1-1

## MINUTES

January 4, 2011

### REGULAR MEETING BOARD OF COMMISSIONERS

#### I. OPENING OF MEETING

The January 4, 2011 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, Kae Peterson and Carolyn Armanini. Also present were Fire Chief Tom Weathers, Deputy Chief Jim Torpin and Battalion Chief Mike Morris and Doug Knight and Firefighters Ryan Davis and Jeremy Jamerson, together with Secretary Andrea McDaniel and Legal Counsel Kinnon Williams.

#### II. ELECTION OF OFFICERS

Commissioner Ellis called for nominations for the position of Chair.

Commissioner Armanini nominated Commissioner Peterson for Chair. The nomination was seconded by Commissioner Peterson.

Commissioner Gehrke nominated Commissioner Maehren for Chair. The nomination was seconded by Commissioner Maehren.

With no further nominations Commissioner Ellis closed the nominations for the Chair.

Commissioner Ellis called for a vote on the nomination for Commissioner Peterson. The nomination failed with a vote of 2 to 3 with Commissioners Ellis, Gehrke and Maehren voting nay.

Commissioner Ellis called for a vote on the nomination for Commissioner Maehren. Commissioner Maehren was elected as Chair with a vote of 3 to 2 with Commissioners Armanini and Peterson voting nay.

Commissioner Maehren then assumed the position of Chair and called for nominations for the position of Vice-Chair.

Commissioner Ellis nominated Commissioner Gehrke as Vice-Chair. The nomination was seconded by Commissioner Gehrke.

Commissioner Armanini nominated Commissioner Peterson as Vice-Chair. The nomination died for a lack of a second.

Commissioner Maehren called for the vote on the nomination for Commissioner Gehrke. Commissioner Gehrke was elected as Vice-Chair with a vote of 4 to 1, with Commissioner Armanini voting nay.

Commissioner Maehren inquired if the Board was interested in making any changes to the meeting time or date. A brief discussion ensued. Following the discussion, the Board unanimously agreed to not make any changes the meeting time or date.

### **III. ADDITIONS TO THE AGENDA**

#### **3.1 Addition**

Commissioner Armanini requested a discussion regarding a commissioner work plan be added to the agenda of the next regularly scheduled meeting. The request was approved and will be added to the agenda of the next regularly scheduled meeting.

### **IV. INFORMATION ITEMS**

#### **4.1 Fuel Tank Removal**

Battalion Chief Mike Morris provided a report on the cost and logistics of removing the fuel tanks from the current station 51, as well as an overview of the three bids received. Following a discussion Commissioner Ellis moved to have the fuel tanks removed and accept the recommended bid choice of Battalion Chief Mike Morris. The motion was seconded by Commissioner Peterson. There was further discussion regarding the details of the bids. Commissioner Ellis thereafter made an amendment to his motion to include the added cost of asphalt. Commissioner Armanini made further friendly amendment to accept the lowest bid. Both amendments were accepted by Commissioner Ellis. Commissioner Maehren then called for a vote on the motion to approve the removal of the fuel tanks, include the additional cost to cover in asphalt and to accept the lowest bid. The motion passed with a vote of 5 to 0.

#### 4.2 New Station Construction Project

Commissioners Gehrke and Peterson provided an overview of the recent activities with the new station. The Building Committee meeting minutes have been emailed out to the Board. There was a brief discussion regarding relocation movers.

### V. **ACTION ITEMS**

#### 5.1 Chief's Evaluation Form

Commissioner Maehren provided a copy of the chief's evaluation form which included recommended changes from the Administration and Commissioner Maehren. The Board then discussed and edited each of the suggested changes. Secretary McDaniel will compile all the additional changes and edits to create a final version of the chief's evaluation form. Once Secretary McDaniel has the final version compiled she will email a copy to PMSI.

#### 5.2 Auditor Billing

Chief Weathers reported that the District received a Memorandum of Understanding for approval of \$707 dollars for additional auditor costs. The Chief provided an overview of the reasons stated for the additional costs. A discussion ensued. Following the discussion the Board unanimously agreed to not sign the Memorandum of Understanding and to have the Chief write a response letter declining to pay the additional fees to the State Auditor's Office.

Assignment: Secretary McDaniel is to compile the suggested changes and edits to the chief's evaluation form and email a copy to PMSI.

Assignment: The Chief is to write a response letter to the Memorandum of Understanding received from the State Auditor's Office, declining to pay additional costs for the audit.

### VI. **FIRE CHIEF'S REPORT**

#### 6.1 Questions/Additions

The Fire Chief's Report was submitted via email. The Chief distributed a website activity report for the month of December and noted that the "hits" were up from the previous month.

## VII. CONSENT CALENDAR

### 7.1 Approval of Minutes, Vouchers and Resolutions

By a motion of Commissioner Armanini, seconded by Commissioner Peterson, the consent calendar was unanimously approved. The consent calendar consisted of the regular meeting minutes of December 21, 2010 and special meeting minutes of December 27, 2010, General Fund Vouchers 01001 through 01015 (\$115,087.25), Reserve Fund Vouchers 01001 through 01002 (\$12,236.88), Capital Fund Vouchers 01001 through 01004 (\$36,319.52), EFT 12/31/10 (IRS Tax) totaling \$ 49,969.06, EFT 12/31/10 (Charles Schwab) totaling \$ 10,827.29, EFT 12/31/10 (DRS) totaling \$ 51,240.84, EFT 12/31/10 (Payroll) totaling \$299,895.06.

### ADJORNMENT

The meeting was adjourned at 1825 hours.

### NEXT MEETING DATE

The next regularly scheduled Commissioners meeting is for January 18, 2011. This meeting will begin at 1600 hours.

### Attachments

Agenda  
Fire Chief's Report  
Warrants of King County Fire District No. 16  
Chief's Evaluation Form – Draft  
Website Activity Report

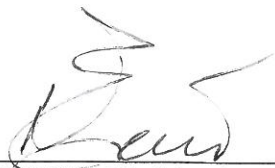
### BOARD OF COMMISSIONERS



DAVE MAEHREN, Chair

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KAE PETERSON, Member

  
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**DON ELLIS, Member**

  
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**RON GEHRKE, Member**

  
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**CAROLYN ARMANINI, Member**

**ATTEST**

  
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**ANDREA McDANIEL, Secretary**

King County Fire Protection District No. 16

Adopted at a Regular Meeting of the Board of Commissioners January 18, 2011