

MARYSVILLE FIRE DISTRICT
BOARD OF DIRECTORS MEETING
December 16, 2015

CALL TO ORDER/FLAG SALUTE

Vice Chairperson Bontrager called the meeting to order and led the flag salute at 7:04 pm.

The following were in attendance:

Board of Directors:

| | |
|--------------|-----------------|
| Donna Wright | Dave DeMarco |
| Rob Toyer | Gary Bontrager |
| | Marilyn Sheldon |

Staff Members:

Martin McFalls, Fire Chief
Chelsie Reece, Finance Manager
Darryl Neuhoff, Division Chief
Paula DeSanctis, Secretary

PRESENTATIONS

Chief McFalls presented Commissioner Dave DeMarco with a special award thanking him for his twelve years of service to the Marysville Fire District and the Marysville community. DeMarco shared that he enjoyed his time serving on the Marysville Fire District Board of Directors and as a SCFD12 Commissioner for the past twelve years and he is looking forward to what the future brings.

MFD CONSENT AGENDA

- A. Approve minutes of November 18, 2015, regular meeting.
- B. Approval of November Claims and Payroll:
 - i. MFD Expense Fund \$ 203,706.70
 - ii. MFD Payroll (excluding benefits) \$ 827,608.99
 - iii. MFD Apparatus Fund \$ 0.00

Motion: To approve the MFD Consent Agenda
Made By: Wright
Seconded By: Toyer
Action: PASSED unanimously

SCFD #12 Consent Agenda

- A. Approve minutes of November 18, 2015, special meeting
- B. Approve minutes of November 20, 2015, special meeting
- C. Approve minutes of December 14, 2015, special meeting
- D. Approval of November Claims:
 - I. SCFD #12 Expense Fund \$ 800.00

Motion: To approve the SCFD #12 Consent Agenda
Made By: DeMarco
Seconded By: Sheldon
Action: PASSED unanimously

INFORMATION ITEMS

Communications:

Chief McFalls shared with the Board that he received an email from Ann Seabott with the office of Senator Patty Murray in response to the BNSF letter sent by the Marysville Fire District and Board of Directors. She was asking to schedule a meeting in the coming weeks to touch base on the subject.

Committee Reports

EMS Committee: Approval of December EMS accounts recommendations.

| Month | Charity | Collections | Bankruptcy |
|----------|----------|-------------|------------|
| December | 1,674.05 | 22,281.22 | 0.00 |

Motion: To approve the December ambulance recommendations.
Made By: Wright
Seconded By: Sheldon
Action: PASSED unanimously

Planning Committee:

The first quarter Planning Committee Meeting will be scheduled for mid February. McFalls shared the final draft of the Mission, Vision, Values picture that will be hung in every Station.

Personnel Committee:

Has not met.

Department of Revenue Leasehold Excise Tax Audit 2011 to current:

Finance Manager Reece explained that our rental property at Station 65 was randomly selected by the Department of Revenue to be audited. The audit was clear.

STAFF BUSINESS

Operations Report:

Due to the switch to New World we are unable to produce an incident report at this time. DC Neuhoff is working with New World to be able to retrieve the data from the system.

Personnel:

Our part time new hires will start the academy on January 21, 2016 and graduate on April 15, 2016.

| November 2015 | Dollars | Total Hours | Captain Shifts | Paramedic Shifts | Firefighter Shifts | Sick Leave Used |
|----------------------|---------------------|--------------------|-----------------------|-------------------------|---------------------------|------------------------|
| Full-time | \$ 36,335.64 | 627.00 | 8.00 | 5.00 | 4.00 | 1,286.25 |
| Part time | \$ 516.00 | 24.00 | | | | |
| Month Total | \$ 36,851.64 | 651.00 | 8.00 | 5.00 | 4.00 | 1,286.25 |
| YTD Totals | \$ 511,285.17 | 10,337.00 | 27.00 | 49.50 | 94.50 | 9,714.75 |

For October, the F/T overtime was \$36,335.64 and the P/T overtime was \$516.00.

Fire Prevention Report:

Fire Marshal Maloney reported that MSA Matsumura will again be offering CPR and first aid class in 2016. We will offer about six classes for the year and the cost will be roughly \$60.00 per person per class. Maloney also stated that we will be hosting another cert class in the upcoming year.

Local 3219 Union Report:

Union President Jason Tucker shared that the food drive at Safeway was our most successful year yet raising \$6,513 and 2,040 pounds of food. The coats for kids event held on 12/7/15 was also a success. Nearly one hundred coats were donated to the children at Quil Ceda Elementary.

OLD BUSINESS

Sunnyside Nursery/Wetlands Mitigation:

The appraisals for both FD12 properties have been received. DC Neuhoff has been in conversation with Steve of Sunnyside Nursery in regards to the purchase of the Sunnyside property. The FD12 Commissioners were all in agreement to move forward with the selling of the Sunnyside property. Neuhoff is waiting on the final cost of the mitigation fees to negotiate a selling price.

Station 65 Roof and Bay Door Bid:

DC Neuhoff reported that a contractor has been hired to replace the bay door at Station 65. The door should be delivered the last week of December and installed after the first of the year.

NEW BUSINESS

Agenda Bill: 2016 Fulltime Administrative Assistant

Motion: To approve the fulltime Administrative position, effective, January 1, 2016
Made By: Toyer
Seconded By: DeMarco
Action: PASSED unanimously

Agenda Bill: Agenda Bill – 2016 Fulltime Assistant Mechanic

Motion: To approve the fulltime Assistant Mechanic position, effective, January 1, 2016
Made By: Sheldon
Seconded By: Wright
Action: PASSED unanimously

Agenda Bill: 2016 Deputy Chief of Operations

Motion: To approve Deputy Chief of Operations position, effective, April 1, 2016
Made By: DeMarco
Seconded By: Toyer
Action: PASSED unanimously

Agenda Bill: 2016 Fulltime Firefighter Position

Motion: To approve a fulltime Firefighter position, effective, April 1, 2016
Made By: Wright
Seconded By: Toyer
Action: PASSED unanimously

Agenda Bill: 2016 Quil Ceda Village Service Contract

Chief McFalls explained the proposed contract was negotiated as a one year contract with a 25% increase. Both Chief McFalls and Fire Marshal Maloney shared they are continually strengthening the relationship and building trust between Marysville Fire District and the Tribes. The Tribes have invited Chief McFalls to attend monthly meetings to report on service levels provided. This will allow the two agencies to agree upon a formula to set the price of future contracts. Bontrager stated he would like to see us moving towards having a Station over in Tulalip.

Motion: To approve the Quil Ceda Village Fire and EMS Protection Services Contract.
Made By: Wright
Seconded By: DeMarco
Action: PASSED (4-1)

APPOINT 2016 CHAIR/VICE CHAIR/COMMITTEES

The 2016 appointed positions are as follows:

MFD Chair Michael Stevens
MFD VC Gary Bontrager

SCFD12 Chair Gary Bontrager
SCFD12 VC Marilyn Sheldon

EMS Committee: Rob Toyer, Marilyn Sheldon, Donna Wright

Personnel Committee: Gary Bontrager, Michael Stevens, Pat Cook

Planning Committee: Gary Bontrager, Rob Toyer, Michael Stevens

CALL ON BOARD MEMBERS

DeMarco – Thank you for everything. Have a Merry Christmas and Happy New Year!

Toyer – Congratulations Dave! Merry Christmas everyone.

Wright – Expressed to Dave that it has been a pleasure and an honor serving with him. She wished him well. Wright also thanked the local for the food collection and coats for kids events held early this month. Wright expressed that the Board members and our community are all very proud of the Marysville Fire District for everything they do.

Sheldon- Thanked Dave for his dedication and sacrifice he has made and for sharing his insight and experience. Thank you for your due diligence and guidance through the RFA negotiations. She stated she is happy for him to move in the direction he wants. Sheldon also thanked everyone involved the food collection and coats for kids events.

Bontrager- Wished everyone a safe and happy New Year and a very Merry Christmas. Bontrager told Dave he had a great time serving with him.

McFalls - Best wishes to everyone!

DeSanctis - Thanked the Board for approving the full time administration position. DeSanctis shared that there is a WFCA Saturday Seminar handout in the packets. She wished everyone a very Merry Christmas and Happy New Year!

ADJOURNMENT

With no further action required, the Board adjourned at 7:55pm.


Paula DeSanctis
Board Secretary

1/20/16
Date approved

Fire Prevention Report

December 16, 2015

- The total fire loss for 2015:
 - There were 22 fire incidents investigated thus far in 2015, with \$13 million in assessed value and over \$1.7 million in fire loss.
- We are planning emergency management training for 2016. Snohomish County DEM will conduct this training for us as we continue to develop our plans with the city.
- We are planning our spring CERT class and it should start in late February.
- We delivered Santa with a special helper at the Marysville Parade of Lights at the beginning of the month.
- BC Matsumura provided CPR and First Aid training to the employees of the Quil Ceda Village. We will be conducting additional training for the Village as well. We will also be starting classes in Marysville after the first of year. The classes will be held at Station 66 on one Saturday.

Public Education

Number of Public Education Attendees

| Program | Current Month | Year to date |
|---------------------------------|---------------|--------------|
| Preschool Program | 0 | 311 |
| Elementary Age (K-5) | 0 | 979 |
| Station Tours | 1 | 225 |
| Smoke Alarm Installations | 0 | 20 |
| Youth Fire-Setter Interventions | 0 | 0 |
| Helmet Fittings | 0 | 12 |
| Public Events | 0 | 3530 |

Marysville Fire District 2015 Fire Incident Totals

| Month | Total Investigations | Accidental | Incendiary | Undetermined | Residential | Commercial | Vehicle | Other | Total Property Value | Total Fire Loss |
|---------------|----------------------|------------|------------|--------------|-------------|------------|----------|----------|-------------------------|------------------------|
| January | 2 | 2 | 0 | 0 | 2 | 0 | 0 | 0 | \$ 1,018,228.00 | \$ 421,847.00 |
| February | 2 | 0 | 0 | 2 | 1 | 0 | 0 | 1 | \$ 343,235.00 | \$ 38,824.00 |
| March | 1 | 0 | 1 | 0 | 1 | 0 | 0 | 0 | \$ 350,000.00 | \$ 350,000.00 |
| April | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | \$ - | \$ - |
| May | 2 | 2 | 0 | 0 | 2 | 0 | 0 | 0 | \$ 436,400.00 | \$ 36,299.00 |
| June | 6 | 0 | 3 | 3 | 3 | 0 | 2 | 1 | \$ 348,600.00 | \$ 192,200.00 |
| July | 3 | 3 | 0 | 0 | 3 | 0 | 0 | 0 | \$ 786,500.00 | \$ 120,000.00 |
| August | 1 | 1 | 0 | 0 | 1 | 0 | 0 | 0 | \$ 8,235,100.00 | \$ 40,000.00 |
| September | 2 | 0 | 0 | 2 | 2 | 0 | 0 | 0 | \$ 738,180.00 | \$ 347,642.00 |
| October | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | \$ - | \$ - |
| November | 3 | 2 | 0 | 1 | 3 | 0 | 0 | 0 | \$ 768,476.00 | \$ 185,900.00 |
| December | | | | | | | | | | |
| Totals | 22 | 10 | 4 | 8 | 18 | 0 | 2 | 2 | \$ 13,024,719.00 | \$ 1,732,712.00 |

