

**MARYSVILLE FIRE DISTRICT  
BOARD OF DIRECTORS MEETING  
January 20, 2016**

**CALL TO ORDER/FLAG SALUTE**

Chairperson Stevens called the meeting to order and led the flag salute at 7:09 pm.

**The following were in attendance:**

Board of Directors:

Michael Stevens	Gary Bontrager
Rob Toyer	Pat Cook
	Marilyn Sheldon

Staff Members:

Martin McFalls, Fire Chief  
Darryl Neuhoff, Deputy Chief  
Tom Maloney, Fire Marshal  
Paula DeSanctis, Secretary

**MFD CONSENT AGENDA**

- A. Approve minutes of December 16, 2015, regular meeting.
- B. Approval of January Claims and Payroll:
  - i. MFD Expense Fund-13<sup>th</sup> Month \$ 101,828.12
  - ii. MFD Expense Fund \$ 249,034.98
  - iii. MFD Reserve Fund \$ 34,262.21
  - iv. MFD Payroll (excluding benefits) \$ 0.00
  - v. MFD Apparatus Fund
- C. Excuse Chairperson Stevens from the December 2015 Regular Board Meeting.
- D. Excuse Board Member Wright from the January 2016 Regular Board Meeting.

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

**SCFD #12 Consent Agenda**

- A. Approve minutes of December 16, 2015, special meeting
- B. Approval of 2015, 13<sup>th</sup> month Claims:
  - I. SCFD #12 Expense Fund – 13<sup>th</sup> month \$ 6,634.05

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



**INFORMATION ITEMS**

**Communications:** Chief McFalls brought special attention to two letters of appreciation received from surrounding Districts. The first was from Everett Fire Chief Murray Gordon thanking Captain Furness for his time and participation in their firefighter interviews last October. The second letter was from Skagit County EMS Medical Program Director Matthew Russell thanking BC Goodale for his outstanding presentation about the Marysville-Pilchuck active shooter incident.

Chief McFalls also acknowledged BC Goodale for the great job he and the crew did handling the first fire of the year with the new shifts.

**Committee Reports**

EMS Committee: Approval of January EMS accounts recommendations.

Month	Charity	Collections	Bankruptcy
January	1,279.87	26,273.18	0.00

**Motion:** To approve the December ambulance recommendations.

**Made By:** Sheldon

**Seconded By:** Bontrager

**Action:** PASSED unanimously

**Planning Committee:** The next Planning Committee Meeting has been scheduled for Friday, January 29, 2016, 9:30am at Station 62.

**Personnel Committee:** The Personnel Committee will hold Deputy Chief of Operations Interviews on February 8, 2016, 4:30pm at the MFD Administration Building. If time allows the Personnel Committee will conduct the Chief Evaluation following the interviews.

**STAFF BUSINESS**

**Operations Report:** Neuhoff shared that Finance Manager Reece has been successfully extracting data from New World and is getting closer to extracting data analysis and mapping information. Neuhoff reported that New World has been fine tuning the fire response plans. Tucker shared that on top of everything else Neuhoff has been doing we are averaging 44 calls per day which puts us on track for 16,000 calls for the year. McFalls acknowledged and thanked Neuhoff for his time and efforts working with New World to resolve ongoing issues.

**Personnel:** There was much discussion about the challenges we are facing with our part-time program. Bontrager asked to look at the part-time overtime verse hiring one career firefighter.

McFalls reported that for December the total overtime combined with part-time was \$17,300.00. Part-time salary was 7% under budget and full-time overtime was under budget 19% for 2015.

**Personnel/Overtime Report:**

<b>December 2015</b>	<b>Dollars</b>	<b>Total Hours</b>	<b>Captain Shifts</b>	<b>Paramedic Shifts</b>	<b>Firefighter Shifts</b>	<b>Sick Leave Used</b>
Full-time	\$ 16,436.56	289.50	1.00	1.00	2.00	836.50
Part time	\$ 924.00	44.00				
<b>Month Total</b>	<b>\$ 17,360.56</b>	<b>333.50</b>	<b>1.00</b>	<b>1.00</b>	<b>2.00</b>	<b>836.50</b>
YTD Totals	\$ 528,645.73	10,670.50	28.00	50.50	96.50	10,551.25

**For December, the F/T overtime was \$16,436.56 and the P/T overtime was \$924.00.**

**Fire Prevention Report:** Fire marshal Maloney reported we investigated 25 fires last year. We will be starting a new Cert class in March. The Cert class will be hosted at MFD Station 66 with the practical being held at Station 63.

**Local 3219 Union Report:** Union President Jason Tucker announced that the Washington State Council has an additional \$31,000 to be put towards the Coats for Kids Program. Half of that has been assigned to north Snohomish County, Union Treasurer Dean Shelton will head up a team to deliver the donated coats. Which school will be receiving the coats has not been decided.

**OLD BUSINESS**

**Station 65 Roof and Bay Door Bid:** Neuhoff shared that the bay doors are in and functioning properly. The contractor will return next week to stain the new trim around the doors.

**Sunnyside Nursery/Wetlands Mitigation:** Neuhoff has submitted a request for cost of mitigation to determine the fair market value of the property minus the cost of mitigation so that the potential buyer can do the mitigation themselves. This would also allow us to sell the property without going through the bidding process. Neuhoff stated after having conversations with Finance Manager Reece and District Attorney Grant Weed that the entire wetlands mitigation is strictly SCFD 12 business and should come out of SCFD 12 budget. All money that has been taken from the MFD budget should be refunded. All money collected from the sale of the property will go to SCFD 12.

**Motion:** To compensate the MFD fund all money spent on the SCFD 12 Wetland Mitigation process.

**Made By:** Sheldon

**Seconded By:** Cook

**Action:** PASSED unanimously

Chief McFalls revisited the use of iPads for the electronic board packets. He stated if they are not being utilized that the iPads could be used elsewhere within the District. Chairperson



Stevens stated let's give it another month and revisit the topic at the February Board meeting.

## ***NEW BUSINESS***

### **Agenda Bill: January 2016 Personnel Policies as a working draft for six month.**

**Motion:** To approve the 2016 Personnel Policies as a working draft for six months.  
**Made By:** Bontrager  
**Seconded By:** Toyer  
**Action:** PASSED unanimously

### **Agenda Bill: MFD Resolution #2016B-1: A Resolution Declaring Surplus one 1997 Plymouth Voyager; two Industrial Scientific ITX Multi-Gas Monitors, and one ISI Thermal Imaging Camera.**

**Motion:** To authorize the surplus of one 1997 Plymouth Voyager; two Industrial Scientific ITX Multi-Gas Monitors, and one ISI Thermal Imaging Camera.  
**Made By:** Bontrager  
**Seconded By:** Sheldon  
**Action:** PASSED unanimously

### **Agenda Bill: SCFD 12 Resolution #2016A-1: A Resolution adopting the updated and revised Snohomish County Hazard Mitigation Plan.**

**Motion:** To adopt the updated and revised Snohomish County Hazard Mitigation Plan.  
**Made By:** Bontrager  
**Seconded By:** Cook  
**Action:** PASSED unanimously

## ***CALL ON BOARD MEMBERS***

**Stevens** – Welcomed Commissioner Cook.

**Toyer** – Happy New Year and welcome aboard Commissioner Cook.

**Sheldon**- Congratulated Commissioner Cook, welcomed him aboard and thanked him for stepping in. Sheldon wished everyone Happy New Year.

**Bontrager**- Thanked Captain Matt Campbell and crew for their assistance with a Lake Stevens investigation. Thanked everyone for their patience with the RFA moving forward.

**McFalls**- Welcome aboard Commissioner Cook, thank you for being here. Expressed to everyone, the work has been hard lately, just stay the course.

**DeSanctis**- Announced the upcoming Sno Isle Commissioners Banquet on January 30, 2016 and the WFCAs Saturday Seminars.



**ADJOURNMENT**

With no further action required, the Board adjourned at 8:15 pm.

  
Paula DeSanctis  
Board Secretary

2/17/16  
Date approved

## Fire Prevention Report

February 17, 2016

- The total fire loss for 2016:
  - There were 3 fire incidents investigated so far in 2016, with \$590,000 in assessed value and over \$380,000 in fire loss.
- Our spring CERT class is scheduled and will start on March 1 and meet weekly through April 19.
- We submitted AFG grant for a washer extractor to replace one of our aging extractor.
- We are meeting bi-weekly with the other cities within the county to formulate all of code changes to try to consolidate them so it becomes less confusing for those who work within our jurisdictions. This is the same model that King County uses as well.
- We participated in smoke alarm installations with the Red Cross on January 30. The smoke alarms were installed at Crystal Tree Village Mobile Home Park. We are also working with the Red Cross on another event on March 12.
- Assistant Fire Marshal VanBeek and Lt. Inspector McGhee conducted a falls prevention program for Brookhaven Senior Living. The discussion was centered around reducing the fall hazards within the home.

### Public Education

**Number of Public Education Attendees**

<b>Program</b>	<b>Current Month</b>	<b>Year to date</b>
Preschool Program	24	24
Elementary Age (K-5)	0	0
Station Tours	6	6
Smoke Alarm Installations	25	25
Youth Fire-Setter Interventions	0	0
Helmet Fittings	0	0
Public Events	0	0

Marysville Fire District 2016 Fire Incident Totals										
Month	Total Investigations	Accidental	Incendiary	Undetermined	Residential	Commercial	Vehicle	Other	Total Property Value	Total Fire Loss
January	3	2	0	1	2	0	1	0	\$ 590,799.00	\$ 380,441.00
February									\$	\$
March									\$	\$
April									\$	\$
May									\$	\$
June									\$	\$
July									\$	\$
August									\$	\$
September									\$	\$
October									\$	\$
November									\$	\$
December									\$	\$
<b>Totals</b>	<b>3</b>	<b>2</b>	<b>0</b>	<b>1</b>	<b>2</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>\$ 590,799.00</b>	<b>\$ 380,441.00</b>

