

**SNOHOMISH COUNTY FIRE DISTRICT #12  
BOARD OF COMMISSIONERS  
SPECIAL MEETING  
January 20, 2016**

***CALL TO ORDER***

Chairperson Bontrager called the meeting to order at 6:05 pm.

**The following were in attendance:**

**Commissioners:**

Gary Bontrager  
Marilyn Sheldon  
Pat Cook

**Guests:**

Grant Weed, District Attorney  
Gloria Hirashima, Chief Administrative Officer  
Jon Walker, City Attorney

**Staff Members:**

Martin McFalls, Fire Chief  
Paula DeSanctis, Secretary

Chairperson Bontrager welcomed everyone and asked District Attorney Grant Weed to swear in SCFD #12 newly elected Commissioner Pat Cook.

***Presentation***

District Attorney Weed and Commissioner Cook both recited the Oath of Office officially swearing in Commissioner Cook. Everyone congratulated and welcomed Commissioner Cook.

McFalls opened with giving an overview of recent meetings and events between the SCFD 12 Commissioners and the City Officials. The two agencies met with the City proposing an amended ILA. The SCFD 12 Commissioners later met and agreed to accept the cities proposal with a counterproposal of an early termination date. The City Council had accepted the counterproposal with the understanding that the SCFD 12 Commissioners had already made a motion to approve the City proposed ILA. With that confusion the City rescinded their approval of the counterproposal which led us to tonight's meeting.

Chief Administrative Officer Gloria Hirashima confirmed that there was some miscommunication but the original City proposed ILA is still open for discussion and she would like to answer any questions the Commissioners may have.

Commissioner Cook asked if language would be placed in section 10 of the ILA stating that the Operations Committee is serving as an advisory board only. Hirashima agreed.

There was much discussion surrounding the funding formula which determines the financial contribution the City will pay for the ensuing year. It was suggested that a new funding formula, agreed on by both agencies, be put in place by the end of December 2016.

Bontrager inquired about the cost involved in switching all check processing from the County to the City. Hirashima stated that the cost of processing checks would not change and the City would

absorb any other incurred costs. Bontrager asked if the City would be taking over the SCFD 12 special fund. Hirashima ensured the Commissioners that the City would not be in control of any funds. The City would simply take over the Counties current role of cutting checks.

The protection of SCFD 12 employees was briefly discussed. City Attorney Jon Walker stated that Section 23 of the ILA addressed that very issue. District Attorney Grant Weed stated that employee protection is an essential topic that will need to be discussed at a later date.

Bontrager raised the topic of terminating the current contract no later than December 31, 2016. Commissioner Cook shared that he does not feel terminating the contract early is where our focus should be. If the two agencies split, a loss will be felt by both parties. He stated we should be looking closer at an RFA which brings the two agencies together and provides benefit to both. Hirashima stated that a one year termination date is a rush for both agencies. The purpose of the proposed ILA is to take a one year study period of the operations and financials of the Marysville Fire District to get a better idea of how to move forward. It was suggested that language be added to the ILA that after the one year study period, the City must make a decision on which direction they choose to go; continue to contract with MFD, RFA, or City Fire Department. It was also suggested that a quarterly meeting take place to discuss progress of the study. City Attorney Jon Walker suggested a Letter of Understanding which would include who would be in attendance and how often meetings are to be scheduled.

### ***Executive Session***

Chairperson Bontrager called for executive session at 6:53pm to consult legal council per RCW 42.30.110(iii). The Open Public Meeting will reconvene at 7pm.

### ***Reconvene***

The Open Public Meeting reconvened at 7pm.

Chairperson Bontrager called for a motion to direct District Attorney Grant Weed to draft the changes discussed and agreed upon by the SCFD 12 Commissioners.

**Motion:** To direct District Attorney Grant Weed to draft additions and changes to the language as discussed to the ILA.

**Made By:** Sheldon


**Seconded:** Cook

**Action:** PASSES unanimously

### ***Adjourn***

With no further business the meeting was adjourned at 7:03pm

  
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District Secretary

  
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Date Approved