

**MARYSVILLE FIRE DISTRICT**  
**BOARD OF DIRECTORS MEETING**  
February 20, 2019 – 6 pm – Marysville City Hall

**CALL TO ORDER/FLAG SALUTE**

Chairperson Toyer called the meeting to order and led the flag salute at 6:04 pm.

**The following were in attendance:**

**Board of Directors:**

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Tom King	Rick Ross (Phone)
Rob Toyer	Tonya Christoffersen
Michael Stevens	

**Staff Members:**

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Martin McFalls, Fire Chief  
Jeff Cole, Deputy Chief  
Tom Maloney, Deputy Chief  
Darryl Neuhoff, Deputy Chief  
Chelsie McInnis, Finance Manager  
Paula DeSanctis, Board Secretary

**Guests:**

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Grant Weed, District Attorney

Chairperson Toyer excused Boardmember Muller and Commissioner Cook from tonight's meeting.

Chairperson Toyer asked for a motion to allow Commissioner Ross to participate in tonight meeting via phone.

**Motion:** To authorize Commissioner Ross to participate in tonight's meeting by phone and take action when needed.  
**Made By:** Christoffersen  
**Seconded By:** King  
**Action:** PASSED unanimously

**AUDIENCE PARTICIPATION/PRESENTATIONS**

**MFD CONSENT AGENDA**

- A. Approve minutes of the January 16, 2019, regular meeting
- B. Approval of February Claims and Payroll:
  - i. MFD Expense Fund \$ 321,799.23  
Voucher Numbers 190202001- thru – 190202109
  - ii. MFD Payroll (excluding benefits) \$ 991,150.71
  - iii. MFD Apparatus Fund \$ 0.00  
Voucher Numbers - thru -

**Motion:** To approve the MFD Consent Agenda  
**Made By:** Stevens  
**Seconded By:** King  
**Action:** PASSED unanimously



**SCFD # 12 Consent Agenda**

- A. Approval of February Claims:
  - i. SCFD #12 Expense Fund \$ 6,428.14  
 Vouchers Numbers 190201001 - thru - 1902001004

**Motion:** To approve the SCFD #12 Consent Agenda.  
**Made By:** Ross  
**Seconded By:** Christoffersen  
**Action:** PASSED unanimously

**INFORMATION ITEMS**

**Communications:** Nothing to report.

**COMMITTEE REPORTS**

EMS Committee: Approval of February EMS account recommendations.

Month	Charity	Collections	Bankruptcy	Refunds
February	3,292.70	23,339.74	0.00	693.30

**Motion:** To approve the February ambulance recommendations.  
**Made By:** Christoffersen  
**Seconded By:** King  
**Action:** PASSED unanimously

**Planning Committee:** Tabled.

**Personnel Committee:** Chief McFalls shared that the Personnel Committee is scheduled to meet Wednesday, February 27, 2019, for lateral firefighter interviews.

**RFA Committee:** Chief McFalls reported that the RFA Committee has been disbanded.

**STAFF BUSINESS**

**Operations Report:** Chief Cole reported on the following:

- We were down 100 calls from this time last year.
- Our response times were in the normal range.
- Our crews did a great job dealing with some difficult situations during our snow storm. Road crews did a great job keeping us moving. Over the seven day period where we were really affected we ran 264 emergencies.
- We have six full-time recruits starting orientation this week. Three will go to Snohomish County Fire Training Academy next week and the other three will start working in house.

**Overtime Report:** We have six full-time employees off on non-work related injuries. We have one part-time firefighter off on a non-work related injury. We are currently down eight part-time firefighters.



<b>January 2018</b>	<b>Dollars</b>	<b>Total Hours</b>	<b>Sick Leave Used</b>
Full-time	\$ 45,731.45	777.92	1,574.25
Part time	\$ -	0.00	0.00
<b>Month Total</b>	<b>\$ 45,731.45</b>	<b>777.92</b>	<b>1,574.25</b>
YTD Totals	\$ 45,731.45	777.92	1,574.25

**For January, the F/T overtime was \$ 45,731.45 and the P/T overtime was \$ 0.00.**

**Fire Prevention Report:** The Fire Prevention report was included in the Board packets.

**Local 3219 Union Report:** Local 3219 Vice President Matt Campbell thanked the Board for moving the RFA to the ballot. The Local is working to educate everyone to get the measure passed.

**OLD BUSINESS**

No old business to discuss.

**NEW BUSINESS**

**A. Amended FD12 Resolution 2019A-1 “Joint Regional Fire Authority Plan”**

District Attorney Grant Weed explained the amendment to the Joint Regional Fire Authority Plan found in section 5, authorizing the Marysville Fire District Board to appoint and establish the Pro/Con Committees for the ballot measure. Section 6 in the original resolution stated that the RFA Planning Committee is continuing in effect. That section has been deleted from the amended resolution due to the decision to disband the RFA Planning Committee.

**Motion:** To approve the Amended FD 12 Resolution 2019A-1 “Joint Regional Fire Authority Plan” as presented.  
**Made By:** Christoffersen  
**Seconded By:** Ross  
**Action:** PASSED unanimously

**B. Authorize RFA Pro-Con Committee Appointments**

District Attorney Grant Weed shared that the Snohomish County Elections and state law require an appointment if there is to be a voter’s pamphlet mailed out with the ballots for the RFA formation. The Elected bodies are to appoint the Pro/Con Committees.

Chief McFalls shared that three Marysville City residents have agreed to be on the Pro Committee for the RFA ballot measure, Larry Pitzer, JJ Frank, and Lori Butner. There was no response for the Con Committee.

**Motion:** To approve the three presented individuals for the Pro Committee.  
**Made By:** Christoffersen  
**Seconded By:** King  
**Action:** PASSED unanimously

**C. Review of Voter Pamphlet Explanatory Statement**

District Attorney Weed explained that state law and county rules require that an explanatory statement be included with the voter's pamphlet prepared by the attorney's representing jurisdictions that are putting the ballot measure before the voters. The statement is to be a fair statement of the effects of the RFA measure if passed. District Attorney Weed and City Attorney Walker worked together and agreed on the language for the statement.

**D. Approve the MFD funding of the RFA election and Voter Pamphlet costs**

**Motion:** To authorize payment from the general revenues of the Marysville Fire District all costs assessed by Snohomish County Auditor Elections Division associated with the placement of a measure on the ballot for a special election on April 23, 2019 for the formation of a Regional Fire Authority within the boundaries of City of Marysville and Snohomish County Fire Protection District No. 12. Such costs shall include the cost of production and mailing of a local voter's pamphlet with the ballot.  
**Made By:** Christoffersen  
**Seconded By:** Ross  
**Action:** PASSED unanimously

**E. MFD Agenda Bill: Resolution 2019B-2 "A Resolution Authorizing the Establishment of Funds and the Appointment of Personnel"**

**Motion:** To adopt MFD Resolution #2019B-2, "Authorizing the Establishment of Funds and the Appointment of Personnel"  
**Made By:** Stevens  
**Seconded By:** King  
**Action:** PASSED unanimously

**F. Authorized Bank Account Signers**

**Motion:** To authorize Joyce Savage be removed and Steve Edin be added to the following District bank accounts:  
Union Bank – Deposit-In Transit Account  
Union Bank – Petty Cash Account  
Union Bank – Travel Account  
Key Bank – Ambulance Billing Account  
**Made By:** Christoffersen  
**Seconded By:** Ross  
**Action:** PASSED unanimously



**Motion:** To authorize existing signers remain effective to the following District bank accounts:  
Union Bank – Deposit-In Transit Account (Martin McFalls, Chelsie McInnis)  
Union Bank – Petty Cash Account (Martin McFalls, Chelsie McInnis)  
Union Bank – Travel Account (Martin McFalls, Chelsie McInnis)  
Key Bank – Ambulance Billing Account (Martin McFalls, Terry Matsumura)  
**Made By:** Christoffersen  
**Seconded By:** Ross  
**Action:** PASSED unanimously

**G. MFD Agenda Bill: Resolution 2019B-1 “A Resolution Establishing Positions and Compensation for Part-Time Firefighters of Marysville Fire District”**

Finance Director McInnis explained this resolution is authorizing the official compensation for the part-time firefighter program approved at the budget workshop. This will increase of the nighttime hourly rate from \$14.00 to \$15.00 to be consistent with the daytime rate.

**Motion:** To approve the adoption of MFD Resolution #2019B-1, Establishing Positions and Compensation for Part-Time Firefighters of Marysville Fire District.  
**Made By:** Christoffersen  
**Seconded By:** Stevens  
**Action:** PASSED unanimously

**H. Agenda Bill – Bid Award St. 66 Remote Terminal Unit Replacement**

Deputy Chief Neuhoff reported as previously discussed, the HVAC system at Station 66 has had issues. We have solicited bids for the replacement of the RTU. Currently PSF Mechanical has the lowest bid at \$51,900.00 plus tax.

**Motion:** To approve bid award of the Station 66 RTU Replacement to the lowest responsive bidder, currently PSF Mechanical, barring disqualification of proposal.  
**Made By:** Stevens  
**Seconded By:** King  
**Action:** PASSED unanimously

**CALL ON BOARD MEMBERS**

**King** – Attended the Sno-Isle Commissioners banquet in January.

**Toyer** – Thank you to everyone for the hard work. Happy to see the light at the end of the tunnel.

**Ross** – Nothing more to report.

**Christoffersen** – Thank you to all staff, City and Fire for their hard work. Thank you to the Board for the support of the RFA.

**Maloney** – Stated he will be distributing informational handouts to everyone for the upcoming open houses on March 19, 2019 at Station 65 and March 26, 2019, at Station 62 both are from 4 to 6pm. Chief McFalls has several speaking engagements scheduled.

**Neuhoff** – Nothing more to report.

**Stevens** – Thanked everyone for the work on the literature.

**McInnis** – Nothing more to report.

**McFalls** – Thank you everyone.

**Cole** – Shared that retired MFD firefighter John Wood passed away.

**Weed** – Nothing more to report.

**Langdon** – Nothing more to report.

**Hirashima** – Thank you to the Board for action taken moving everything forward.

**DeSanctis** – Nothing more to report.

## ***ADJOURNMENT***

With no further action required, the meeting adjourned at 7 pm.



Paula DeSanctis  
Board Secretary

3/20/19  
Date approved



## Fire Prevention Report

February 20, 2019

- The total fire loss for 2019:
  - There were 0 fire incidents investigated in January 2019.
- Christie and Nate welcomed Nolan David on January 23. Everyone is doing well.
- We will be hosting a commercial hood training class in March at Station 62. This class will provide training on installation, inspection, and plan review for commercial hood systems.
- We are planning kickoff soon for our public education campaign for the RFA. There will be two open houses both will be from 4-6pm with a RFA presentation at 5pm. They will be held on March 19 at Station 65 and March 26 at Station 62.
- We are in the process of moving towards electronic plan review. This will allow for plans to be submitted electronically and comments attached to the plans.
- Our Facebook audience increased 1.5 percent this month to 2,347 follows and 2,272 likes. Our Twitter audience is also up 1.5 percent to 1,445 followers.

### Public Education

**Number of Public Education Attendees**

<b>Program</b>	<b>Current Month</b>	<b>2019</b>
Preschool Program	50	150
Elementary Age (K-5)	0	0
High School	0	0
Station Tours	15	48
Smoke Alarm Installations	0	0
Youth Fire-Setter Interventions	0	0
Helmet Fittings	0	0
Public Events	0	0
Car Seat Installs	0	2
Older Adult Fire/Fall Prevention	0	0
Parent Education	0	30

**Marysville Fire District 2019 Fire Incident Totals**

<b>Month</b>	<b>Total Investigations</b>	<b>Accidental</b>	<b>Incendiary</b>	<b>Undetermined</b>	<b>Residential</b>	<b>Commercial</b>	<b>Vehicle</b>	<b>Other</b>	<b>Total Property Value</b>	<b>Total Fire Loss</b>
January	0	0	0	0	0	0	0	0	\$ 0	\$ 0
February										
March										
April										
May										
June										
July										
August										
September										
October										
November										
December										
<b>Totals</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>\$ 0</b>	<b>\$ 0</b>