

Spokane County Fire Protection District 8

Minutes of Regular Commissioners Meeting

May 13, 2008

6:00 p.m.

CALL TO ORDER

The regular meeting of the Board of Fire Commissioners was called to order by Commissioner Hesse at 6:02 p.m. Present were: Commissioner Gregory Hesse, Commissioner Lee Boling, Commissioner Jonathan Ferraiuolo, Chief William Walkup, Deputy Chief Tony Nielsen, Deputy Chief Lonnie Rash, Administrative Assistant Carol Trescott, members of the district, and members of the public.

INTRODUCTIONS

PLEDGE OF ALLEGIANCE

APPROVAL OF THE AGENDA

Chief Walkup requested that the Agenda be amended as follows:

- Add Unfinished Business, Item B, Rescue Pumper Bids

Motion: Ferraiuolo/Boling to approve the meeting Agenda as amended. The motion carried unanimously.

APPROVAL OF CONSENT AGENDA

Motion: Boling/Ferraiuolo to approve the Consent Agenda. The motion carried unanimously.

UNFINISHED BUSINESS

A. Ambulance Interlocal Agreement - Chief Walkup presented the Board with a final version of the County-wide Interlocal Ambulance Agreement. The Chief noted the agreement has been one and one-half years in process and was reviewed by counsel from the City of Spokane, Fire District 4, Fire District 9, and Brian Snure on behalf of Fire District 1 and the remainder of the fire districts. It is designed to create an Ambulance Service Board which will develop a RFP to seek proposals for a county-wide ambulance contract. Chief Walkup reported that the hope is that under a new agreement county residents will receive rates more favorable than they receive under the current structure. Chief Walkup requested the Board approve the agreement and authorize the chair to sign on behalf of the District.

Motion: Ferraiuolo/Boling to authorize the Board chair to enter into the Ambulance Interlocal Agreement as brought forward by Chief Walkup this date. The motion carried unanimously.

B. Rescue Pumper Bids - Chief Walkup informed the Board that bids received for the new rescue pumper came in higher than anticipated. After research, the Chief believes the District can save approximately \$20,000 and would not surrender any of the functionality or safety features of the unit if the District elected to go back out to bid. Chief Walkup recommended the Board take action to reject all bids received as they are not in the best interest of the District.

Commissioner Hesse thanked the Chief and staff for their attempt to be good stewards of the District's funds.

Commissioner Boling asked the Chief to elaborate on what non-service items would be eliminated. Chief Walkup said there are a number of items found to be inconsistent with current units, as well as a number of items that are equivalent if not better than previously specified. Changing from stainless to paint on the inside of the doors was found to be a cost savings and staff also found a number of safety features which were not in the original bid specification - i.e. a breaking/blocking mechanism. Staff believes the unit is too long and it can be shortened by 4 to 6 inches and secure the storage and EMS cabinets in the cab area - a \$4,000 cost savings. Chief Walkup noted the unit will meet the outcomes and be as functional as the end product described by the Apparatus Committee but may not have the specific items they requested. The Chief said bids came in approximately \$40,000 higher than anticipated and his commitment has always been to keep personnel on the streets delivering services.

Commissioner Ferraiuolo inquired if it is possible to find a fairly new unit available on the market or if each is custom made. Chief Walkup said at times and there are demo units available, and the District did in fact receive a bid for one, but this application of a rescue/pumper is a specialized piece of equipment and the District is not likely to find one to meet that specific function.

Motion: Boling/Ferraiuolo to reject all previous bids for the rescue/pumper and instruct staff to go back out to bid with the new guidelines as addressed. The motion passed unanimously.

NEW BUSINESS

Public Hearing: Use of Bond Proceeds – Commissioner Hesse explained the rationale for a Public Hearing on the use of proceeds from the District's 2000 Bond, and called on Chief Walkup to share the changes in the circumstance as a result of the roof collapse at Station 82.

Chief Walkup recounted the February 6, 2008, roof collapse at Station 82 and events that have taken place subsequent to the incident. The Chief shared detail and presented an architectural rendering of a new pitched roof design and explained the correlating costs estimated to be approximately \$280,000. Engineering and architectural fees are projected to be an additional \$60,000. Chief Walkup said he is willing to act as project manager and administer the contract in an effort to save the District additional expenses. Total cost estimates for the new roof design are \$340,000, plus tax. Commissioner Ferraiuolo pointed out that sales tax is typically not charged on professional services.

In addition, the Chief said he is anticipating further costs if work is required on storm water and landscape design. Chief Walkup pointed to the driving factor in the increase in roof construction costs as the need for shear walls and seismic upgrades in several areas of the building. The insurance carrier has approved total costs of damage to the building at approximately \$588,000, with an insurance credit toward the roof costs of \$143,000. Because this is a substantial expenditure for the District, at the Board's request, Chief Walkup researched if this expenditure

would be an appropriate use of 2000 Bond proceeds. The Chief consulted with bond counsel and confirmed it was. The Bond Resolution and ballot language provided the Board with the flexibility to make changes if the needs of the District change. He also indicated research found the District has no issues with yield restrictions in terms of the interest received from the bond.

Commissioner Hesse opened the hearing for public testimony.

Chuck Vyverberg said he had contacted Chief Walkup earlier that day to inquire on the costs relating to the roof project. He commended the Chief for his effort and attempts to save the taxpayers additional costs by personally working with the architect and engineers. Mr. Vyverberg stated he is confident the District will receive an excellent end product on the investment.

No other speakers came forward and Commissioner Hesse thanked Mr. Vyverberg for his participation in the hearing.

Motion: Boling/Ferraiuolo to close the Public Hearing. The motion carried unanimously.

Commissioner Ferraiuolo stated his belief that by choosing to rebuild the structure with a pitched roof the Board would be correcting a design problem that has resonated for 20 plus years. He noted the redesign will shed snow easier, balance the roof load, and protect the thousands of dollars of apparatus and equipment housed at the station. Commissioner Ferraiuolo pointed out cost estimates were much higher at the initiation of the process, but through questions and due diligence, those costs have been reduced substantially.

Commissioner Boling inquired on the decision to install a composite material in lieu of a metal roof. Chief Walkup explained that the composite roof in consideration is an architectural laminate material, commercial grade, with a 50-year life span. He added, snow shed and the gable design were a consideration but the primary factor for selecting the composite material was cost. By choosing to use a laminate material over metal, the District will save approximately \$100,000 and maintain the same warranty in terms of longevity.

Motion: Boling/Ferraiuolo to adopt Resolution 08-04 to authorize the use of a portion of the remaining bond proceeds to pay for capital improvements at Fire Station 82. The motion carried unanimously.

A. Administrative Assistant Salary Adjustment – Chief Walkup reviewed previous discussion with the Board which took place during the creation of the 2008 budget regarding the realignment of duties and responsibilities of the Administrative Assistant's position to align with the District's comparables. The Chief explained that it is the District's long-term strategy to transfer budgeting and financial duties to the Administrative Assistant. Because of the change in staff and operation, Chief Walkup informed the board those changes have taken place sooner than anticipated and he recommended adjusting the Administrative Assistant's salary an additional \$350 per month, effective May 16th.

Motion: Ferraiuolo/Boling to accept the recommendation to increase the Administration Assistant's salary in commensurate with the newly assigned duties by the Chief. The motion carried unanimously.

The Board also gave direction to afford the opportunity for the Administrative Assistant to attend conferences and training relating to financial issues of the District as offered by the WFCFA.

B. Defibrillator Bids – Chief Walkup opened the bids received in response to the District’s Request for Proposals for one (1) new defibrillator and read as follows:

1. Zoll Medical Corporation, Chelmsford, MA
 - a. E Series AED w/12 Lead \$20,285; Discount price of \$15, 213.75.
 - b. Option - \$33,075; \$18,407.
 - c. Option - \$16,335
 - d. Option - \$18,588.75
 - e. Option - \$18,409.75
2. Physio Control Corporation - Medtronic ERS, Redmond, WA
 - a. Lifepak 12 - \$15,663.23
 - b. Option \$16,360.09
 - c. Option \$14,640.51
 - d. Option \$17,986.16

Chief Walkup asked the Board to refer all quotes to staff for analysis and review and authorize purchase from the lowest, most responsive bidder if it is within the 2008 budgeted amount.

Motion: Boling/Hesse to allow staff to review all quotes for the defibrillator and select the lowest, most responsive bidder, and advise the Board of the outcome at the next meeting.
The motion carried unanimously.

C. Chair Position – Commissioner Ferraiuolo shared background regarding the efforts between Board members to work through their differences in attempt to move forward for the benefit of the District. He suggested temporarily transferring the position of Board chair from Commissioner Hesse to Commissioner Boling if both parties were in agreement.

Commissioner Boling respectfully asked that this item be tabled until the Board has had an opportunity to discuss the Teambuilding Workshop, Item 7. C., or until after the Board has completed the teambuilding process.

In response Commissioner Ferraiuolo said his goal is to do what’s best for the District. He felt all members of the Board contribute in a very positive way and agreed to first proceed through the teambuilding process.

Commissioner Hesse added his support to working through the teambuilding process.

EXECUTIVE REPORT

A. Rescue Pumper Bids – This item was discussed in Item 5. B., Unfinished Business, Rescue Pumper.

B. Station 82 Update – This item was discussed above in Item 6. A., New Business, Use of Bond Proceeds.

Commissioner Boling inquired if there was a projected time-frame for completion of Station 82’s roof replacement. Chief Walkup said once the design is approved and the authorization to proceed is given, the project should take approximately 90 days. He wants to assure there are no additional requirements from the county relative to the change in roof design. Commissioner Hesse offered to work with the architect and to contact a fire protection engineer.

C. Teambuilding RFPs – Chief Walkup informed the Board the District received three responses to its Teambuilding RFP. He reported all three proposals are from reputable individuals and firms with similar approaches. Proposals range from \$6,250 - \$9,000 and require various time commitments. He further explained the individual proposals and process, assessment tools, interviews, and follow-up and polled the Board regarding their interest and availability for scheduling purposes.

Discussion followed with respect to the benefits of each proposal and the Board's preference for dates and times. Chief Walkup will query the providers on the flexibility of their schedules and contact the Board with his findings.

CORRESPONDENCE

- 1) Legal counsel regarding matters of personnel
- 2) Congratulation from Commissioner Joe Dawson, Valley Fire
- 3) Valley Voice/South Hill Voice Thank You letter from Chief Walkup
- 4) Spokesman Review on passage of the District's Levy Lid Lift
- 5) Valley News Herald on passage of the District's Levy Lid Lift
- 6) Kessler's 60th Anniversary celebration invitation
- 7) State Route Highway 27 Traffic Safety Corridor notice
- 8) County Auditor regarding the Voter Information Pamphlet

PUBLIC COMMENTS

Commissioner Boling shared his experience during Spokane County Fire Commissioner Association's recent visit to the Fire Memories Museum. He said he thoroughly enjoyed the tour and recommended the museum to families, friends, neighbors and anyone with an interest in the fire service.

ANNOUNCEMENTS

- The next meeting of the Board of Fire Commissioners is June 10, 2008, 6:00, Station 82
- WFCA Conference, May 31, 2008, in Chelan, Washington
- The commissioners send best wishes to Ken & Bess Kessler on their 60th Anniversary celebration May 31, 2008
- WFCA State Conference, October, 2008, Doubletree Hotel, Seattle, Washington

EXECUTIVE SESSION

None

ADJOURNMENT

With no further business, Commissioner Hesse adjourned the meeting at 7:17 pm.

Gregory A. Hesse, Chair
Fire District 8 Commissioner

ATTEST:

William A. Walkup
District Secretary