



KING COUNTY FIRE PROTECTION DISTRICT NO.16

7220 NE 181st Street
KENMORE, WA 98028

BUSINESS: 425-354-1780 FAX: 425-354-1781

MINUTES

December 23, 2020

SPECIAL MEETING BOARD OF COMMISSIONERS at Northshore Fire Department's Headquarters Station 51 Virtual Meeting via Zoom

I. OPENING OF MEETING

1.1 Roll Call

Chair Dave Maehren called the meeting to order at 3:05 PM.

Persons in attendance were Commissioners Josh Pratt, Don Ellis, Rick Webster, and Dave Maehren. Also present was Fire Chief Greg Ahearn, Deputy Chief Doug McDonald, Legal Counsel Matt Paxton, Board Secretary Dawn Killion, and 1 members of the public. Absent was Commissioner Rick Verlinda.

II. PUBLIC COMMENT

2.1 Lake Forest Park resident Carolyn Armanini sent in a public comment via email regarding meeting minutes and the issue of accuracy using CPI in the calculations of potential savings for a combined agency.

- Interim Board Secretary read the citizen comment as she indicated she would not be present at the meeting
- Chief Ahearn addressed the issues brought up in public comment

III. APPROVAL OF THE AGENDA

3.1 No additions to the agenda were suggested.

Commissioner Webster moved to approve the agenda as presented. Commissioner Pratt seconded. The motion passed 4-0.

IV. CONSENT AGENDA

4.1 Vouchers

- The General Fund Vouchers totaled \$127,808.49 and Reserve Fund Vouchers totaled \$15,082.81

Commissioner Pratt moved to approve the consent calendar as presented. Commissioner Webster seconded. The motion passed 4-0.

V. UPCOMING BOARD AGENDAS

5.1 Setting of Future Meeting Agenda(s)

- Patient Transport Discussion
- Discussion on how both boards run meetings, recordings, etc.
- Review of Financial Documents for the Merger Report
- Next Joint Meeting is on January 19th

VI. ADJOURNMENT

The meeting adjourned at 3:15PM

NEXT MEETING DATE

The next regularly scheduled Commissioners meeting is for January 5, 2021.

Attachments: Agenda

BOARD OF COMMISSIONERS

RICK VERLINDA, Member

JOSH PRATT, Member

DON ELLIS, Member

RICK WEBSTER, Member

DAVID MAEHREN, Member

ATTEST

DAWN KILLION, Interim Board Secretary

King County Fire Protection District No. 16

Adopted at a Regular Meeting of the Board of Commissioners on January 5, 2021

From: [Dave Maehren](#)
To: [Dawn Killion](#)
Subject: RE: Electronic Signatures - Documents Approved 1/5/2021
Date: Wednesday, January 6, 2021 10:26:24 PM
Attachments: [image005.png](#)
[image006.png](#)
[image007.png](#)
[image008.png](#)
[image009.png](#)

The following documents are Approved and Electronically Signed this 6th day of January, 2021, by Commissioner David C. Maehren.

*David Maehren
Fire Commissioer
Northshore Fire Department
Business Office 425.354.1780
Cell 206 604-3683*



Proudly Serving the Citizens of Kenmore and Lake Forest Park

Electronic Privacy Notice. This e-mail, and any attachments, contains information that is, or may be, covered by electronic communications privacy laws, and is also confidential and proprietary in nature. If you are not the intended recipient, please be advised that you are legally prohibited from retaining, using, copying, distributing, or otherwise disclosing this information in any manner. Instead, please reply to the sender that you have received this communication in error, and then immediately delete it. Thank you in advance for your cooperation.

From: Dawn Killion
Sent: Wednesday, January 6, 2021 8:20 AM
To: Commissioners <e-mailcommissioners@northshorefire.com>
Subject: Electronic Signatures - Documents Approved 1/5/2021
Importance: High

Good morning Commissioners,

Attached please find the documents approved at last night's regular meeting, in addition to the December Regular Monthly Payroll Documents and the November Commissioner Payroll (approved for processing at the 12/15/2020 meeting).

At your earliest availability today, please respond with your electronic signature using the following verbiage:

The following documents are Approved and Electronically Signed this _____ day of _____, 2021, by Commissioner _____.

- **AP_NOSHRFIR_APSUPINV_20210105120602 RES Fund**
- **AP_NOSHRFIR_APSUPINV_20210105121042 GEN Fund**

- 2020-11-17 Meeting Minutes**
- **2020-12-01 Meeting Minutes**
 - **2020-12-15 Meeting Minutes**
 - **2020-12-23 Meeting Minutes**
 - **December Payroll Approval Document**
 - **December Payroll Taxes Approval Document**
 - **December DRS Approval Document**
 - **November Commissioner Payroll Approval Document**
 - **November Commissioner Payroll Taxes Approval Document**

Thank you,

Dawn Killion

Finance Specialist / Interim Board Secretary
Public Records Officer

Northshore Fire Department
7220 NE 181st ST, Kenmore, WA 98028
DIRECT: 425.354.1778
FAX: 425.354.1781
MAIN: 425.354.1780
www.northshorefire.com
dkillion@northshorefire.com



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From: [Josh Pratt](#)
To: [Dawn Killion](#)
Subject: RE: Electronic Signatures - Documents Approved 1/5/2021
Date: Wednesday, January 6, 2021 8:48:49 PM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)
[image004.png](#)

The following documents are Approved and Electronically Signed this 6th day of January, 2021, by Commissioner Josh Pratt.

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From: [Rick Verlinda](#)
To: [Dawn Killion](#)
Subject: RE: Electronic Signatures - Documents Approved 1/5/2021
Date: Wednesday, January 6, 2021 8:53:53 AM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)
[image004.png](#)

The following documents are Approved and Electronically Signed this 6 day of January 2021, by Commissioner Rick Verlinda .

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Northshore Fire Department Board of Commissioners

Headquarters Station 7220 NE 181st Street, Kenmore, WA

Board of Commissioners Special Meeting Agenda

Tuesday, December 23rd, 2020

3:00PM

Meeting held virtually, via Zoom

Public Comment must be submitted electronically prior to the meeting.
To submit public comment, please see instructions at the end of the agenda.

To attend this meeting live, click the link below and enter the ID & Password provided.
A recording of this meeting will also be posted in AV Capture.

Join Zoom Meeting Online at:

<https://us02web.zoom.us/j/84406574707?pwd=NGFtQk5VSTB5eDZlVnY4S3dVcy9Pd309>

Call in to Zoom Meeting at:

253-215-8782

Meeting ID: 844 0657 4707

Passcode: 492907

I. Open Regular Northshore Board Meeting

1.1 Roll Call

II. Public Comment

2.1 Public Comment

III. Approval of Agenda

3.1 Approval of the Meeting Agenda

IV. Consent Agenda

4.1 Vouchers

V. Upcoming Board Agendas

5.1 Setting of Future Meeting Agenda(s)

VI. Adjournment

Next Regular Meeting: January 5th, 2021 at 5:00 PM



Public Comment Procedures for Virtual Meetings:

If you wish to provide public comment virtually, you may do so by submitting a written statement to dkillion@northshorefire.com. Any comments received up to one hour before the posted meeting time, will be read during the public comment period.

To ensure your comments are received and read at the proper meeting, your email must include:

- Date & Time of the meeting your comments are intended for
- Your name
- Whether or not you live in the city limits of Lake Forest Park or Kenmore
- Agenda Item and/or subject your comments refer to

Emails without this information may not be read at the meeting. Three minutes are allowed for comment. And, in accordance with normal procedure, messages of an overly repetitive or inappropriate (vulgarity) nature may be declined to be read at the discretion of the meeting Chair.

Please check the District's [AV Capture](#) for the most up-to-date information about individual meetings. Questions? Email Interim Board Secretary Dawn Killion at dkillion@northshorefire.com



KING COUNTY FIRE PROTECTION DISTRICT NO.16

7220 NE 181st Street
KENMORE, WA 98028

BUSINESS: 425-354-1780 FAX: 425-354-1781

NOTICE OF SPECIAL MEETING

DATED December 16, 2020

NOTICE IS HEREBY GIVEN that a special meeting of the Board of Commissioners of King County Fire Protection District No. 16, will be held virtually via Zoom, on Wednesday, the 23rd day of December 2020, at 3:00PM. Meeting agenda posted separately.

WARRANT/CHECK REGISTER

Northshore Fire Department
MCAG #: 2512

Time: 13:12:51 Date: 12/23/2020

12/30/2020 To: 12/30/2020

Page: 1

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
2522	12/30/2020	Claims	1	0	CHMELIK SITKIN & DAVIS PS	675.00	Legal Fees - General Business
2523	12/30/2020	Claims	1	0	CHMELIK SITKIN & DAVIS PS	3,078.00	Legal Fees - Consolidation
2524	12/30/2020	Claims	1	0	CHMELIK SITKIN & DAVIS PS	2,480.00	Legal Fees - Public Records Request
2527	12/30/2020	Payroll	1	0	EMPLOYMENT SECURITY DEPT - PFML	4,541.30	Pay Cycle(s) 10/19/2020 To 10/19/2020 - PFML; Pay Cycle(s) 10/30/2020 To 10/30/2020 - PFML; Pay Cycle(s) 11/20/2020 To 11/20/2020 - PFML; Pay Cycle(s) 11/30/2020 To 11/30/2020 - PFML; Pay Cycle(s) 12/
2457	12/30/2020	Claims	1	0	ENERSPECT MEDICAL SOLUTIONS	623.48	Defib Batteries
2458	12/30/2020	Claims	1	0	FROULA ALARM SYSTEMS, INC	341.00	Alarm Service Call - St 51
2459	12/30/2020	Claims	1	0	GALLS, LLC - DBA BLUMENTHAL UNIFORM	66.83	Tactical Polo - McDonald
2460	12/30/2020	Claims	1	0	JEFF TAGART	499.12	Reimbursement - Fire Rescue Safety Blades for Steel & Concrete
2528	12/30/2020	Payroll	1	0	KING COUNTY FIRE DISTRICT #16	2,787.48	Pay Cycle(s) 12/31/2020 To 12/31/2020 - ADDLIFE; Pay Cycle(s) 12/31/2020 To 12/31/2020 - MEDICAL; Pay Cycle(s) 12/31/2020 To 12/31/2020 - METLIFE; Pay Cycle(s) 12/31/2020 To 12/31/2020 - METLIFE2
2461	12/30/2020	Claims	1	0	KING COUNTY FIRE PROTECTION DISTRICT 16	38.77	Petty Cash Box Reimbursement
2462	12/30/2020	Claims	1	0	KING COUNTY FIRE PROTECTION DISTRICT 16	745.10	Petty Cash Checking Reimbursement
2529	12/30/2020	Payroll	1	0	LABOR & INDUSTRIES	80,411.19	4TH Quarter 10/01/2020 - 12/31/2020
2463	12/30/2020	Claims	1	0	NORTH CITY WATER DISTRICT	54.58	Acct #022432-000; St 57
2464	12/30/2020	Claims	1	0	PSR MECHANICAL	404.80	HVAC Service - St 57
2465	12/30/2020	Claims	1	0	PUGET SOUND ENERGY	5,075.29	Acct #200019536453; St 51
2466	12/30/2020	Claims	1	0	PUGET SOUND ENERGY	637.55	Acct #200020658783; St 57
2467	12/30/2020	Claims	1	0	SHORELINE FIRE DEPARTMENT	9,272.00	2020 BLS QI & Training Funds
2468	12/30/2020	Claims	1	0	STERICYCLE	108.19	Bio Hazard Disposal
2469	12/30/2020	Claims	1	0	TOWN CENTER HARDWARE	20.41	St 57 - Carpet Tape & Fasteners; St 57 - Fasteners
2470	12/30/2020	Claims	1	0	US BANK	5,803.46	Charges for Card Ending 4689; Charges for Card Ending 5507
2525	12/30/2020	Claims	1	0	UW VALLEY MEDICAL CENTER	165.00	Fit For Duty Exam
2471	12/30/2020	Claims	1	0	WALTER E NELSON CO OF WESTERN WA	290.18	COVID Disinfecting Supplies
2530	12/30/2020	Payroll	1	0	WASHINGTON NATIONAL INS CO	90.10	Pay Cycle(s) 12/31/2020 To 12/31/2020 - CONSECO
2472	12/30/2020	Claims	1	0	WASHINGTON STATE DEPARTMENT OF REVENUE	385.20	Leasehold Excise Tax - Q4 2020

WARRANT/CHECK REGISTER

Northshore Fire Department

Time: 13:12:51 Date: 12/23/2020

MCAG #: 2512

12/30/2020 To: 12/30/2020

Page: 2

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
2531	12/30/2020	Payroll	1	0	WSCFF EMPLOYEE BENEFIT TRUST	9,000.00	Pay Cycle(s) 12/31/2020 To 12/31/2020 - MERP1
2526	12/30/2020	Claims	1	0	ZIPLY FIBER	214.46	Phones - St 51
						127,808.49	
						<u>127,808.49</u>	
						Claims:	30,978.42
						Payroll:	96,830.07

WARRANT/CHECK REGISTER

Northshore Fire Department
 MCAG #: 2512

12/30/2020 To: 12/30/2020

Time: 14:26:10 Date: 12/22/2020
 Page: 1

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
2448	12/30/2020	Claims	4	0	ANDERS HANSSON	114.10	Reimbursement - Plywood & Hooks - St 57
2449	12/30/2020	Claims	4	0	CASCADE FIRE EQUIPMENT	694.08	Tools for the new Apparatus
2450	12/30/2020	Claims	4	0	CASCADE FIRE EQUIPMENT	1,427.80	Tools for new Apparatus
2451	12/30/2020	Claims	4	0	DELL COMPUTER	5,666.73	Docking Stations and Tablets for Apparatus
2452	12/30/2020	Claims	4	0	GARY PEDERSEN	345.60	LEOFF I
2453	12/30/2020	Claims	4	0	THE FIRE STORE	287.49	PPE Replacement - Helmet
2454	12/30/2020	Claims	4	0	THE FIRE STORE	1,716.72	PPE Replacement - Helmets
2455	12/30/2020	Claims	4	0	TOWN CENTER HARDWARE	50.15	St 57 - Wallboard Kit & Fasteners; Fasteners for Station Exhaust Repair for New Apparatus
2456	12/30/2020	Claims	4	0	US BANK	4,780.14	Charges for Card Ending 4689/5507 RES
004 Reserve Fund 10-016-6010						15,082.81	
						15,082.81	Claims: 15,082.81