

SNOHOMISH COUNTY FIRE PROTECTION DIST. 22
BOARD OF DIRECTORS MEETING
May 2, 2011

CALL TO ORDER / FLAG SALUTE

Commissioner Taylor called the meeting to order at 10:06 am.

The following were in attendance:

Commissioners:

Ben Butters

Chris Greig

Paul Taylor

Staff Members:

Travis Hots, Fire Chief

Ron Selia, Assistant Fire Chief

Deidre Korte, Board Secretary

Chief Selia led the flag salute.

PUBLIC HEARING / AUDIENCE PARTICIPATION

- none

CONSENT AGENDA

- A. Approve Minutes of April 18, 2011 regular meeting

Motion was made by Butters, second by Greig to approve the Consent Agenda. .

Motion carried (3-0).

INFORMATION ITEMS

Communications: All communications were included in the board packets.

Committee Reports

Purchasing Committee: Selia reported that the delivery date for the new engine has changed to July. He will keep the board informed. The date will likely change again.

Board of Trustees: Nothing.

FIRE CHIEF REPORT

Operations Report: We have responded to 235 alarms to date. In comparison the calls at this time in 2010 was 264 and in 2009 300. Hots stated that the change in weather and new stations opening up have resulted in a decrease in the number of calls.

Shelters: Hots has been researching shelters for the engine to be housed under once the new engine arrives. The cost of the shelters is around \$2500 to \$8000 depending on material and size.

Connex Box: The box has been moved and is being turned into an organized location for station supplies.

Surplus List: Hots anticipates a surplus list in the near future.

Fire Station Forum: Chief Hots recently attended the forum in Cle Elum on the topic of building a fire station in the current economic climate. The information he learned was that it takes about ten years to plan for a new facility. The following points were made in the presentation:

1. **Grants:** A grant writer was recommended. The writer specializes in grant writing for buildings. She has a 95% success rate and charges \$75.00 per hour. The one recommendation the grant writer made was that the Fire District must already have an architect and a majority of the site work complete before she will consider accepting the facilities grant project.
2. **Bond Writing:** There was a bond writer at the forum. The recommendation it to take measures now to insure a good bond rating.
3. **Project Manager:** Hots learned that it is necessary to have a project manager. Having a project manager will help alleviate future problems in the construction of the building.
4. **Cost per square foot:** Currently, the cost per square foot is at the lowest it has been in a long time. The cost of materials is rising. The cost per square foot will depend mainly on how elaborate or simple the design is.

Chief Hots recommends that a building of 10,000 to 12000 square feet and a building that will last forty to sixty years. The cost can be reduced if you have a current infrastructure such as a generator and exhaust system to move into the new structure and this will reduce the cost.

Taylor asks for a flow chart and schedule for goals for a new fire station.

Greig comments that the price per square foot is not a bad price.

CURRENT BUSINESS

Temporary Seasonal Firefighter: Nothing new to report.

New Engine: Reported on under the purchasing committee.

New Business

Bid Opening of Fit Test Machine Bids: Only one bid was received. Commissioner Taylor opened the bid from TSI in the amount of \$8,335.00 for model 8030 and \$12,435.00 for model 8038. The amount does not include sales tax.

The board recommends turning over the bid to the purchasing committee for recommendation.

Adjournment

Motion was made by Butters; second by Greig to adjourn from the regular meeting.

Motion carried (3-0)

With no further action required, the Board adjourned at 11:01 am.

Deidre Korte
Board Secretary

Date approved