



# KING COUNTY FIRE PROTECTION DISTRICT NO.16

7220 NE 181<sup>st</sup> Street  
KENMORE, WA 98028

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

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## MINUTES

March 19, 2020

### **SPECIAL MEETING BOARD OF COMMISSIONERS at Northshore Fire Department's Headquarters Station 51**

#### **I. OPENING OF MEETING**

##### **1.1 Roll Call**

Chair Dave Maehren called the meeting to order at 2:31 PM.

Persons in attendance were Commissioners Rick Verlinda, Josh Pratt, Don Ellis (via conference phone), Rick Webster, and Dave Maehren. Also present was Acting Fire Chief Eric Magnuson, Fire Chief Greg Ahearn Legal Counsel Matt Paxton (via teleconference), Board Secretary Kate Hansen, Lieutenant Anders Hansson; Battalion Chief Jeff Tagart; and one member of the public.

##### **1.2 Adoption of Minutes of March 4, 2020**

*Commissioner Pratt moved to approve the minutes of March 4, 2020. Commissioner Verlinda seconded. The motion passed unanimously*

#### **II. PUBLIC COMMENT**

2.1 Lake Forest Park resident Mike Dee addressed the Commissioners with miscellaneous comments.

#### **III. APPROVAL OF THE AGENDA**

3.1 *Commissioner Ellis moved to approve the agenda. Commissioner Verlinda seconded. The motion passed unanimously.*

#### **IV. BOARD DISCUSSION AND POSSIBLE ACTION ITEMS**

##### **4.1 Operational Update**

- Acting Chief Magnuson reported on staff quarantines related to COVID-19 and protective measures that have been instated within the department. Chief Magnuson answered Commissioner questions regarding the COVID-19 response.
- Chief Ahearn reported that a framework is almost complete to make a Deputy Chief promotion prior to Acting Chief Magnuson's retirement at the end of the month.

##### **4.2 Regionalization and Merger Discussion**

- Commissioner Meahren reported that the Regionalization Sub-Committee members from Northshore and Woodinville's Board of Commissioners will be meeting with Chief Ahearn next week. Commissioner Maehren also reported that he received communication from Chief Cowan of Shoreline Fire regarding the current merger assessment that Northshore Fire is undergoing. The board discussed regionalization.

4.3 Future Meetings Discussion

- o Staff is assessing remote meeting attendance options for future meetings. The board and staff discussed.

*Commissioner Verlinda moved that we cancel the scheduled regular meeting on April 1, 2020. Commissioner Pratt seconded. The motion passed unanimously.*

*Commissioner Verlinda moved that we schedule a Special Meeting for April 8, 2020 at 5:00pm. Commissioner Pratt seconded. The motion passed unanimously.*

**V. CONSENT AGENDA**

5.1 Vouchers

- o The General Fund Vouchers totaled \$30,316.13 and Reserve Fund Vouchers totaled \$211,469.57

*Commissioner Ellis moved to approve the consent calendar as presented. Commissioner Verlinda seconded. The motion passed unanimously.*

**VI. UPCOMING BOARD AGENDAS**

6.1 Setting of Future Meeting Agenda(s)

Future meeting agendas were updated

**VII. ADJOURNMENT**

The meeting adjourned at 3:04PM

**NEXT MEETING DATE**

The next Commissioners meeting is for April 8, 2020

Attachments: Agenda

**BOARD OF COMMISSIONERS**

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**RICK VERLINDA**, Member

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**JOSH PRATT**, Member

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**DON ELLIS**, Member

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**RICK WEBSTER**, Member

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**DAVID MAEHREN**, Member

**ATTEST**

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**KATE HANSEN**, Secretary

King County Fire Protection District No. 16

Adopted at a Regular Meeting of the Board of Commissioners on April 15, 2020

**From:** [Dave Maehren](#)  
**To:** [Kate Hansen](#)  
**Subject:** RE: Electronic Signature - Minutes of 3/19, 3/23, 3/30, and 4/08  
**Date:** Friday, April 17, 2020 12:32:36 PM  
**Attachments:** [image001.png](#)  
[image003.png](#)  
[image005.png](#)  
[image007.png](#)  
[image009.png](#)

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**The following documents are Approved and Electronically Signed this 17 day of 2020, 2020, by Commissioner David C. Maehren**

- **2020-03-19 NSFD Special Minutes**
- **2020-03-23 NSFD Special Minutes**
- **2020-03-30 NSFD Special Minutes**
- **2020-04-08 NSFD Special Minutes**

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



**Proudly Serving the Citizens of Kenmore and Lake Forest Park**

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**From:** Kate Hansen  
**Sent:** Thursday, April 16, 2020 3:57 PM  
**To:** Commissioners <e-mailcommissioners@northshorefire.com>  
**Cc:** Greg Ahearn <gahearn@northshorefire.com>  
**Subject:** Electronic Signature - Minutes of 3/19, 3/23, 3/30, and 4/08

Good Afternoon Northshore Fire Commissioners,

Attached please find the Board Meeting Minutes of March 19<sup>th</sup>, March 23<sup>rd</sup>, March 30<sup>th</sup>, and April 8<sup>th</sup>, which were approved by the board at last night's regular meeting, April 15, 2020.

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

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- **2020-03-23 NSFD Special Minutes**
- **2020-03-30 NSFD Special Minutes**
- **2020-04-08 NSFD Special Minutes**

Thank you,

*Kate Hansen*

Administrative Specialist  
Northshore Fire Department

7220 NE 181<sup>st</sup> St., Kenmore, WA 98028

Office: 425-354-1780

Direct: 425.354.1779

[khansen@northshorefire.com](mailto:khansen@northshorefire.com)



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**From:** [Josh Pratt](#)  
**To:** [Kate Hansen](#)  
**Subject:** RE: Electronic Signature - Minutes of 3/19, 3/23, 3/30, and 4/08  
**Date:** Thursday, April 16, 2020 8:42:09 PM  
**Attachments:** [image001.png](#)  
[image003.png](#)  
[image005.png](#)  
[image007.png](#)

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**The following documents are Approved and Electronically Signed this 16th day of April, 2020, by Commissioner Josh Pratt.**

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**From:** [Richard Webster](#)  
**To:** [Kate Hansen](#)  
**Subject:** RE: Electronic Signature - Minutes of 3/19, 3/23, 3/30, and 4/08  
**Date:** Thursday, April 16, 2020 4:28:13 PM  
**Attachments:** [image001.png](#)  
[image003.png](#)  
[image005.png](#)  
[image007.png](#)

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**The following documents are Approved and Electronically Signed this 16th day of April, 2020, by Commissioner Rick Webster.**

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**From:** [Rick Verlinda](#)  
**To:** [Kate Hansen](#)  
**Subject:** Re: Electronic Signature - Minutes of 3/19, 3/23, 3/30, and 4/08  
**Date:** Friday, April 17, 2020 3:00:26 PM  
**Attachments:** [image002.png](#)  
[image004.png](#)  
[image006.png](#)  
[image008.png](#)

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  - **2020-04-08 NSFD Special Minutes**
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**Sent:** Thursday, April 16, 2020 3:56 PM  
**To:** Commissioners <e-mailcommissioners@northshorefire.com>  
**Cc:** Greg Ahearn <gahearn@northshorefire.com>  
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## Northshore Fire Department Board of Commissioners

Headquarters Station 7220 NE 181<sup>st</sup> Street, Kenmore, WA

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### **Board of Commissioners Special Meeting Agenda**

Thursday, March 19, 2020

2:30PM

**I. Open Meeting**

1.1 Roll Call

1.2 Adoption of Meeting Minutes of March 4, 2020

**II. Public Comment**

2.1 Public Comment

**III. Approval of Agenda**

3.1 Approval of the Meeting Agenda

**IV. Board Discussion and Possible Action Items**

4.1 Operational Update

4.2 Regionalization and Merger Discussion

4.3 Future Meetings Discussion

**V. Consent Agenda**

5.1 Vouchers

**VI. Upcoming Board Agendas**

6.1 Setting of Future Meeting Agenda(s)

**VII. Adjournment**

Next Regular Meeting: April 1, 2020 at 5:00 PM



**KING COUNTY FIRE PROTECTION DISTRICT NO.16**

**7220 NE 181<sup>st</sup> Street  
KENMORE, WA 98028**

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

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**NOTICE OF SPECIAL MEETING**

DATED March 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 at the headquarters station located at 7220 NE 181<sup>st</sup> Street, Kenmore WA 98028, on Thursday, the 19<sup>th</sup> day of March, 2020 at 2:30PM.

Meeting agenda posted separately.

# WARRANT/CHECK REGISTER

Northshore Fire Department  
MCAG #: 2512

Time: 14:18:43 Date: 03/13/2020

03/25/2020 To: 03/25/2020

Page: 1

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
459	03/25/2020	Claims	1	0	ARAMARK UNIFORM SERVICES	22.00	Lobby Mats
460	03/25/2020	Claims	1	0	ARAMARK UNIFORM SERVICES	22.00	Lobby Mats
461	03/25/2020	Claims	1	0	CENTURY LINK	58.83	Phones - Station 57
462	03/25/2020	Claims	1	0	EASTSIDE PUBLIC SAFETY COMM. AGENCY	937.80	March 2020 - Radio Access Fees
463	03/25/2020	Claims	1	0	EASTSIDE PUBLIC SAFETY COMM. AGENCY	489.44	March 2020 - Maintenance Service Agreement
464	03/25/2020	Claims	1	0	ENERSPECT MEDICAL SOLUTIONS	123.44	Lobby Defib Supplies
465	03/25/2020	Claims	1	0	FROULA ALARM SYSTEMS, INC	851.40	St 51- Annual Testing
466	03/25/2020	Claims	1	0	FROULA ALARM SYSTEMS, INC	302.51	St 57 - Annual Testing
467	03/25/2020	Claims	1	0	GALACTIC IDEAS, LLC	378.38	Website Design Services - 4th Qtr 2019
468	03/25/2020	Claims	1	0	GALACTIC IDEAS, LLC	17.00	Website Design Service - Feb 2020
469	03/25/2020	Claims	1	0	GALLS, LLC - DBA BLUMENTHAL UNIFORM	45.87	Brackett - Class As & Alterations
470	03/25/2020	Claims	1	0	GALLS, LLC - DBA BLUMENTHAL UNIFORM	95.75	Brackett - Class As
471	03/25/2020	Claims	1	0	KEATING, BUCKLIN & MCCORMACK INC PS	274.50	Legal Fees - PRA Ellis
472	03/25/2020	Claims	1	0	KING COUNTY FIRE PROTECTION DISTRICT 16	1,716.00	Petty Cash Checking Reimbursement
473	03/25/2020	Claims	1	0	L. N. CURTIS & SONS	968.81	PPE - Wilkinson
474	03/25/2020	Claims	1	0	L. N. CURTIS & SONS	1,263.04	PPE - Schneider
475	03/25/2020	Claims	1	0	L. N. CURTIS & SONS	968.81	PPE - Schneider
476	03/25/2020	Claims	1	0	LIFE ASSIST	180.84	EMS Supplies - COVID19
477	03/25/2020	Claims	1	0	LIFE ASSIST	92.40	Suction Unit Repairs
478	03/25/2020	Claims	1	0	LIFE ASSIST	604.80	EMS Supplies
479	03/25/2020	Claims	1	0	LIFE ASSIST	28.45	EMS Supplies - St 51
480	03/25/2020	Claims	1	0	LIFE ASSIST	301.53	EMS Supplies - St 51
481	03/25/2020	Claims	1	0	LIFE ASSIST	56.89	EMS Supplies
482	03/25/2020	Claims	1	0	N.F.P.A.	108.05	Fire Investigaton Guide
483	03/25/2020	Claims	1	0	NATURAL CONCEPT LANDSCAPE	529.25	Landscaping - St 51
484	03/25/2020	Claims	1	0	NORTHSHORE UTILITY DISTRICT (NUD)	5,951.28	Fuel & Maintenance - February 2020
485	03/25/2020	Claims	1	0	PRAXAIR DISTRIBUTION	47.91	Oxygen - St 51
486	03/25/2020	Claims	1	0	REPUBLIC SERVICES #172	334.59	Garbage/Recy - St 51
487	03/25/2020	Claims	1	0	REPUBLIC SERVICES #172	151.25	Garbage - St 57
488	03/25/2020	Claims	1	0	STERICYCLE	20.72	Bio Hazard Disposal
489	03/25/2020	Claims	1	0	TOWN CENTER HARDWARE	13.35	Pins For E151 Door; Light Control Knob #2800; Nails
490	03/25/2020	Claims	1	0	US BANK	5,747.49	Charges For Card Ending 2747
491	03/25/2020	Claims	1	0	US BANK	3,318.74	Charges For Card Ending 5934
492	03/25/2020	Claims	1	0	WALTER E NELSON CO OF WESTERN WA	56.10	Janitorial Supplies
493	03/25/2020	Claims	1	0	WOODINVILLE FIRE & RESCUE	4,236.91	Fire Chief Services

001 General Fund 10-016-0010

30,316.13

30,316.13

Claims: 30,316.13

# WARRANT/CHECK REGISTER

Northshore Fire Department

Time: 14:18:43 Date: 03/13/2020

MCAG #: 2512

03/25/2020 To: 03/25/2020

Page: 2

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
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MCAG #: 2512

Time: 14:18:20 Date: 03/13/2020

03/25/2020 To: 03/25/2020

Page: 1

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
452	03/25/2020	Claims	4	0	ALFRED J BAKER	1,014.82	LEOFF I
453	03/25/2020	Claims	4	0	GARY PEDERSEN	616.40	LEOFF I
454	03/25/2020	Claims	4	0	ONSITE TEMP HOUSING INC	2,895.00	Housing Trailer Rental - St 57 Remodel
455	03/25/2020	Claims	4	0	REGENCY NW CONSTRUCTION INC	201,602.50	Construction Costs - St 57 Remodel
456	03/25/2020	Claims	4	0	ROYAL RESTROOMS OF WA	4,750.00	Bathroom Trailer Rental - St 57 Remodel
457	03/25/2020	Claims	4	0	TOM TAYLOR	457.97	LEOFF I
458	03/25/2020	Claims	4	0	US BANK	132.88	Charges For Card Ending 5934
004 Reserve Fund 10-016-6010						211,469.57	
						<hr/>	Claims: 211,469.57
						211,469.57	