



**VALLEY REGIONAL FIRE AUTHORITY  
GOVERNANCE BOARD MEETING  
1101 D Street NE  
AUBURN, WASHINGTON  
November 12, 2019**

---

**MINUTES**

**I. CALL TO ORDER**

Chair Leanne Guier called the Valley Regional Fire Authority (VRFA) Board of Governance Regular Board Meeting to order at 5:30 p.m., at the VRFA Headquarters, located at 1101 D Street NE, Auburn, Washington.

**A. Flag Salute**

Chair Guier led those in attendance in the Pledge of Allegiance.

**B. Roll Call**

Chair Leanne Guier, Member Nancy Backus, Vice-Chair Dave Hill, Member Kerry Garberding, Member Troy Linnell, Member Lynda Osborn and Member David Storaasli.

Member Claude DaCorsi and Member Bill Peloza excused.

Staff members present included: Fire Chief/Administrator Brent Swearingen, Deputy Chief Dave Larberg, Deputy Chief Brad Thompson, Chief Financial Officer Mark Horaski, Clerk of the Board Louise Bartol and Legal Counsel Eric Quinn.

**C. Announcements, Proclamations, and Presentations**

Chief Swearingen introduced newly appointed Captain Ryan Chadwick.

Captain Chadwick stated that he has been a member of the VRFA for 12 years and is grateful for the opportunity to step up in leadership and thanked the Board of Governance and Administration.

**D. Appointments**

There were no appointments.

**E. Agenda Modifications**

There were no agenda modifications.

**II. PUBLIC HEARINGS, CITIZEN INPUT, AND CORRESPONDENCE****A. Public Hearings****1. 2020 Annual Budgets**

Board of Governance to conduct a public hearing on the Valley Regional Fire Authority's proposed 2020 budgets.

There being no questions or comment from the Board, Chair Guier opened the public hearing on the Valley Regional Fire Authority's proposed 2020 budgets, asking if anyone wished to testify on the Resolution. With no response, Chair Guier closed the public hearing.

**2. Assessed Valuation Levy**

Board of Governance to conduct a public hearing on the Valley Regional Fire Authority's assessed valuation levy for 2020.

Chair Guier opened the public hearing on the Valley Regional Fire Authority's assessed valuation levy for 2020, asking if anyone wished to testify on the Resolution. There being no questions or comment from the Board, and with no response, Chair Guier closed the public hearing.

**3. Fire Benefit Charge**

Board of Governance to conduct a public hearing on the Valley Regional Fire Authority's Fire Benefit Charge for 2020.

There being no questions or comment from the Board, Chair Guier opened the public hearing on the Valley Regional Fire Authority's Fire Benefit Charge for 2020, asking if anyone wished to testify on the Resolution. With no response, Chair Guier closed the public hearing.

**B. Audience Participation**

*This is the place on the Agenda where the public is invited to speak to the Governance Board on any issue. Those wishing to speak are reminded to sign in on the form provided.*

There was no audience participation.

**C. Update from IAFF Local #1352**

IAFF Local #1352 President Reed Astley stated that Chief Swearingen continues to look for opportunities for the Local and Administration to collaborate. The Local is encouraging the Board of Governance's support of the 2020 Budget being presented.

**D. Correspondence**

There was no correspondence for the Board's consideration.

**III. BOARD COMMITTEE REPORTS****A. Finance Committee**

Chair Osborn stated that the Finance Committee met this evening and recommends Claims and Payroll for approval by the Board. In addition, they recommend approval of the 2019 KC Fire District #31 ILA, 2020 VRFA Fee Schedule and Resolution No. 152 by the Board of Governance.

**IV. BOARD MEMBER REPORTS**

*At this time the Chair and Board Members may report on significant activities since the last regular meeting, inquire on matters of general fire authority business, or initiate investigation or action on a matter of concern.*

Member Backus expressed appreciation to the members of the VRFA for participating in the Auburn Veteran's Day parade.

**V. STAFF REPORTS****A. Administration**

Chief Swearingen provided the following update:

- Expressed appreciation for the opportunity to participate in the Veteran's Day parade in Auburn.
- Work continues on the Strategic Plan.
- Continue with joint activities with our neighboring agencies to review hiring practices and geographic information system mapping that may prove beneficial to join forces on.
- Will be interview recruit candidates later this month for February academy.

**VI. CONSENT ITEMS**

*All matters listed on the Consent Agenda are considered by the Governance Board to be routine and may be approved by one motion.*

**A. Minutes**

1. Minutes of the October 8, 2019 Regular Meeting were reviewed.
2. Minutes of the October 29, 2019 Special Meeting were reviewed.

**B. Vouchers****1. Claims**

Check numbers 208200 through 208283 in the amount of \$285,477.51, and electronic payments in the amount of \$9,900.00, totaling \$295,377.51, dated November 12, 2019 were reviewed.

**2. Payroll**

Payroll check numbers 99603 through 99606 in the amount of \$15,614.95, and electronic deposit transmissions in the amount of

\$1,811,337.62 for a grand total of \$1,826,952.57 for the period covering October 1, 2019 to October 31, 2019 were reviewed.

There being no questions or discussion Member Backus moved and Vice-Chair Hill seconded the approval of the Minutes, Claims and Payroll as presented above.

**MOTION CARRIED UNANIMOUSLY 7-0**

**VII. UNFINISHED BUSINESS**

There was no unfinished business.

**VIII. NEW BUSINESS**

There was no new business.

**IX. RESOLUTIONS & MOTIONS**

**A. 2020 King County Fire District #31 Interlocal Agreement**

Chief Swearingen stated that the 2020 KC Fire District #31 Interlocal Agreement is the annual agreement and is exactly the same as previous years with the exception of date of service.

There being no further questions or discussion, Member Backus moved and Vice-Chair Hill seconded the approval of the King County Fire District #31 Interlocal Agreement.

**MOTION CARRIED UNANIMOUSLY 7-0**

**B. 2020 VRFA Fee Schedule**

Deputy Chief Larberg stated that the 2020 Fee Schedule reflects a 1.7% CPI increase in all of the costs associated with our services, and made note of 3 additions/modifications to the Fee Schedule. DC Larberg also stated that the 2020 Fee Schedule will be submitted to the individual cities for approval by their Councils.

There being no further questions or discussion Member Backus moved and Vice-Chair Hill seconded to approve the 2020 VRFA Fee Schedule.

**MOTION CARRIED UNANIMOUSLY 7-0**

**C. Resolution No. 151**

A Resolution of the Governing Board of the Valley Regional Fire Authority declaring certain items of property as surplus and authorizing their disposal.

DC Larberg stated that Resolution No. 151 is a Resolution of the Governing Board of the Valley Regional Fire Authority declaring certain items of property as surplus and authorizing their disposal.

There being no questions or discussion Member Backus moved and Vice-Chair Hill seconded to approve Resolution No. 151.

**MOTION CARRIED UNANIMOUSLY 7-0**

**X. INFORMATION/DISCUSSION**

There was no information/discussion.

**XI. EXECUTIVE OR CLOSED SESSION**

There was no need for an executive or closed session.

**XII. ADJOURNMENT**

There being no further business by the Board, the meeting was adjourned at 5:43 p.m.

Dated this 10<sup>th</sup> day of December, 2019.

  
\_\_\_\_\_  
Leanne Guier  
Chair

  
\_\_\_\_\_  
Louise Bartol  
Clerk of the Board