



MINUTES

December 12, 2016

The Advisory Fire Commission met at a regular meeting on Monday, December 12, 2016 at 7:00 p.m. Chairman Tom Chapman called the meeting to order and led the salute to the flag.

ROLL CALL

Present: Commissioners: Richard "Tom" Chapman – At Large #2
Mike Egan – At Large #1
Debra Galey – District IV
Bill Granados – District II
Ed Haynes – District III
Nat Rojanasathira – District V
Erling Horn (Alternate – District II)
Walter Fields (Alternate – District V)

Fire Chief: Jeff Carman

PUBLIC HEARINGS

A. Chairman Chapman opened the public hearing on the December 7, 2016 Report on the Cost of Abatement. Hearing no objections or protests to the December 7, 2016 Abatement Report, the hearing was closed. Chairman Chapman then asked for a motion to adopt the "Resolution of Confirmation" confirming the December 7, 2016 Abatement Report in the amount of \$40,538.18. Commissioner Rojanasathira moved that the Commission adopt the Resolution of Confirmation confirming the Abatement Report, seconded by Commissioner Granados. Said motion carried by a unanimous vote (AYES: Chapman, Egan, Galey, Granados, Haynes, Rojanasathira).

Commissioner Rojanasathira made an additional motion to have District staff adjust or modify any charges found to be incorrect because the charge was entered:

- a) more than once,
- b) through clerical error,
- c) through the error or mistake of a material fact, or
- d) illegally

Motion seconded by Commissioner Granados. Said motion carried by a unanimous vote (AYES: Chapman, Egan, Galey, Granados, Haynes, Rojanasathira).

PUBLIC COMMENTS

Mr. Darrel deBoer brought a weed abatement issue. Fire Marshal Robert Marshall was in attendance and arranged to meet with Mr. deBoer during business hours to discuss possible options for resolving the issue.

CONSENT ITEMS

A. October 24, 2016 Meeting Minutes:

Commissioner Egan made a motion to approve the October 24, 2016 meeting minutes. Motion was seconded by Commissioner Granados. Said motion carried by a unanimous vote (AYES: Chapman, Egan, Galey, Granados, Haynes, Rojanasathira).

B. Accept and File Reports:

1. Personnel Report – Reviewed/discussed report of December 12, 2016.

Commissioner Haynes requested that a fifth column be added in the Retirements section to indicate the total years of service. He also asked that the Commissioners be made aware of retirement events.

2. Operating Budget – Reviewed/discussed report of November 14, 2016.

Commissioner Galey requested to know the purpose of the 5000 series expenditures.

3. Fire Prevention Report – Reviewed/discussed December 12, 2016 report.
4. Monthly Activity Reports – Reviewed/discussed October 2016 and November 2016 reports.
5. Suppression Leave Summary – Reviewed/discussed October 2016 and November 2016 reports.
6. Correspondence – Reviewed

Commissioner Egan made a motion to accept and file reports as written, seconded by Commissioner Granados. Said motion carried by a unanimous vote (AYES: Chapman, Egan, Galey, Granados, Haynes, Rojanasathira).

FIRE CHIEF'S REPORT – Reviewed/discussed December 12, 2016 report.

UNFINISHED BUSINESS

- A. Chief Carman provided a current organizational chart and noted that division organizational charts should be available in the near future.
- B. In response to requests for additional information regarding type and number of runs, Chief Carman explained that providing that level of detail with accuracy is challenging and time consuming. However, in the first quarter of 2017, he plans to request an annual report from the District's vendor, Paul Rottenberg.
- C. The 2016-17 Triennial Sunset Review Questionnaire was discussed and completed.

Commissioner Granados made a motion to accept and submit the 2016-17 Triennial Sunset Review Questionnaire with suggested edits. Motion was seconded by Commissioner Rojanasathira. Said motion carried by a unanimous vote (AYES: Chapman, Egan, Galey, Granados, Haynes, Rojanasathira).

NEW BUSINESS

- A. Declaration of Surplus Equipment – Report of November 1, 2016

Commissioner Granados made a motion to approve the surplus of equipment listed on the declaration report of November 1, 2016. Motion was seconded by Commissioner Egan. Said motion carried by a unanimous vote (AYES: Chapman, Egan, Galey, Granados, Haynes, Rojanasathira).

- B. Approve Proposed 2017 Meeting Schedule

Commissioner Rojanasathira made a motion to approve the proposed 2017 meeting schedule. Motion was seconded by Commissioner Egan. Said motion carried by a unanimous vote (AYES: Chapman, Egan, Galey, Granados, Haynes, Rojanasathira).

COMMISSIONERS' COMMENTS / ITEMS FOR FUTURE AGENDAS

- Chief Carman will see about arranging a tour of the new command vehicle for the Commissioners.

Commissioner Granados made a motion to adjourn the meeting; seconded by Commissioner Egan. Said motion carried by a unanimous vote (AYES: Chapman, Egan, Galey, Granados, Haynes, Rojanasathira).

Meeting adjourned at 8:50 p.m.

NEXT MEETING DATE AND TIME

February 27, 2017, 7:00 p.m.



Latonia Ellingberg, Recording Secretary