

**Chelan County Fire District No. 5**  
**250 West Manson Blvd.**  
**Manson, WA 98831**  
**February 12, 2019**  
**Regular Meeting of Commissioners**

**Commissioners Present:** Brian Harris, John Spencer and Dan Baker

**Others Present:** Chief Arnold Baker, District Secretary Patty McClellan, Kermit McClellan, Nick Glenn and Chris Willoughby.

**Call to Order:** Commissioner Harris called the meeting to order at 4:30 p.m. The Flag salute commenced.

**Pension Board:** Opened at 4:30; The BVFF Pension Certification was reviewed. Tom Fix has been added to the Pension program. He does a lot behind the scenes maintaining the District's Apparatus and earned several points in doing so. Commissioner Baker motioned to approve the BVFF Certification form as presented. Commissioner Spencer seconded the motion, passed unanimously. Commissioner Chairman Harris signed the certification form.

Pension closed at 4:32; regular meeting opened.

**Public Comment:** None

**Minutes:** January's Regular Meeting Minutes were presented and reviewed. Commissioner Baker motioned to approve the minutes as presented. Commissioner Spencer seconded; Motion passed unanimously.

**Financial Report:** No questions.

**Approval of Invoices:** Commissioner Baker reviewed all invoices prior to the opening of the meeting. Drew MacAfee had requested that the District help pay for his Private Lane sign and post. He requests 50% of the cost, \$112.72. There are at least two people on his lane that helped to pay for the sign, as well as installed it, not just himself. This situation does not meet the criteria of being in need. Approval for payment was denied.

Commissioner Baker motioned to approve Voucher FD51 in the amount of \$10,828.04 and FD52 in the amount of \$19,705.12. Commissioner Harris seconds; passed unanimously.

**Chelan County Fire District No. 5**  
**250 West Manson Blvd.**  
**Manson, WA 98831**  
**February 12, 2019**  
**Regular Meeting of Commissioners**

**Old Business:**

**Company Calendar:** Chief Baker will be going to the Fire Academy in Emmitsburg, MD on February 24<sup>th</sup> to take part in the Fire Grant Peer Review. Chief Baker will be attending the County Hazard Mitigation meeting this coming Thursday. Fire District 5 is annexing into the Chelan County Hazard Mitigation Plan.

**Esign** –nothing new to report

**E54 Chassis Update** - Chief Baker expects completion of the chassis conversion by the end of the month. The original labor estimate was \$20,000. The job is currently about \$10,000 over that estimate. Chief Baker shared picture updates. This is a wildland interface structure protection engine.

The new chassis was about \$101,000, then light bar, air horns, lights, etc. were added. The old chassis will be surplus. It was discussed and decided that the original chassis could be advertised immediately. Advertising it in the Yakima area could be beneficial due to the agricultural area in Yakima, and eliminating the need to bring it back here. Kermit estimates the dollar value to be maybe \$6,500. That's what similar chassis are currently going for. It needs a new clutch and a few other small things.

We will begin to advertise for bids right away. Commissioner Baker made a motion to declare the 2000 Chevy cab chassis surplus; Commissioner Spencer seconded the motion, which passed unanimously.

**RFQ Review** –The only RFQ that was received was from ZBA Architecture. The discussion was had as to what is our budget for this project? Capital outlay line item in this year's budget is \$50,000. Long term planning was discussed, and the purpose of having 3 acres. We need a residence quarters for one thing as we currently have only a temporary occupancy permit at stn52. A new facility is needed. ZBA Architecture will be doing the architectural drawing for the lean-to structure only at this time. The rest of their skill will be used in planning. It is illegal for us, as an agency to do a design build pre made building. ZBA can design the lean- to, then we can find a contractor on the small works roster to build it. We need detailed drawings for the lean-to, and we need plans for moving forward with upcoming projects. Chief Baker had previously attained drawings of a prebuilt building from a company in Goldendale and got an idea for a stick built from RAS Construction. It can be efficiently built in place. It will be a sleep -10 bunkhouse.

There will be a Special Meeting for the commissioners to discuss the plans and process.

Possibly next Tuesday.

Chief Baker called Randy Vanhoven, of ZBA to arrange a meeting time for a teleconference.

He left a voicemail message.

**Chelan County Fire District No. 5**  
**250 West Manson Blvd.**  
**Manson, WA 98831**  
**February 12, 2019**  
**Regular Meeting of Commissioners**

**New Business:**

*Nick Glenn* was presented with a Certificate for completion of Firefighter 1 Certification and all congratulated him. Commissioner Chairman Harris presented the Certificate to him. Nick has already been paid the incentive pay of \$2,000.

*Employment Security* - It was recently pointed out that Elected Officials are not exempt from paying employment security tax. Therefore, the commissioners will now be covered by Employment Security benefits.

**Chiefs Report:**

**Incidents**

19 Calls for service in the month of January; 17 within Fire District 5 and 2 out of the District. Fire responded to 6 calls within District 5.

In District 5; 2 Motor Vehicle Accidents with Injuries, 3 call to Assist EMS crew, 1 Dispatched & cancelled enroute.

EMS responded to 14 medical calls in District 5 (3 of these with assistance of Fire).

Out of District; 1 Medical call, and 1 Dispatch & cancelled enroute.

January Call Times;

Fire Call Processing was at 2:53, Arrival on scene at 10:32.

EMS Call Processing was at 1:34, Arrival on scene at 8:28.

Of the 17 dispatches in District 5, 13 calls were compliant to NFPA 1221, for call processing for 76.5%.

Of the 16 responses in District 5, 14 calls were compliant to Fire District 5 benchmark of 12:00 minutes for 87.5%

**Personnel and Training**

January training consisted of First Aid, CPR, Ladders (classroom & skills), Officer meeting, and 24/7 Online (Basic Fire Streams module).

**Recruitment & Retention**

Nothing to report

**Chelan County Fire District No. 5**  
**250 West Manson Blvd.**  
**Manson, WA 98831**  
**February 12, 2019**  
**Regular Meeting of Commissioners**

**Facilities and Equipment**

E-52 update; Front tires still need to be replaced, due to conflicts in scheduling.

E-54 update; The bed & compartment module is on the new chassis. Cascade is still trying to get the truck complete by mid-February.

The architect RFQ was sent to the MRSC list that the Board deemed qualified. We have had acknowledgement from some offices that we think will respond.

With the government shutdown over, the FEMA grants managers are getting the equipment peer review going again. I did not make the list for the early January peer review. I have made the list for the Feb 25<sup>th</sup> – Mar 1<sup>st</sup> peer review. I will be traveling to Emmitsburg MD to the National Fire Academy for the week of reviews. This year they are trying to do the process paperless. I will take a laptop to do all my work. FEMA has been printing all the proposals for us to read and taking our hand written comments, then transcribing back to electronic. This should be a significant cost savings and efficiency.

In a discussion with USFS Chelan Ranger District fire staff, explained that District 5 had acquired 3.3 acres additional property joining of fire station on Wapato Lake Rd. The fire staff was very interested in renting the property for base camp for the next north shore Lake Chelan fire. When they rent from schools, there is a big push back because of the damage to grass and then the need to vacate before school begins. Our property is reasonably flat, very easy access and does not have a mid fire season need to vacate. If we did come to an agreement we would receive daily compensation. We would need to provide a smoother surface because of the tree holes.

In discussion with Commissioner Dan, he mentioned that an orchardist in Manson used a company that specializes in tree root removal and leveling. We would also need to install an irrigation system and seed the property with a field grass. We would also need to understand that if a Fire Management Team used the property, the planted grass would take a hard hit. Selecting a field grass that wouldn't need to be mowed weekly and was hardy to take a drought when the Team was on location. We would have to turn the sprinklers off during those times.

**RiverCom**

A very smooth transition between Directors. Misty Viebrock has projects well in hand.

**Prevention**

Vision 20/20 is the national group behind Community Risk Reduction. Vision 20/20 had a committee that I was on to create a 1-day training program for volunteer departments. The curriculum package was completed in January and I have been asked to do a pilot training

**Chelan County Fire District No. 5**  
**250 West Manson Blvd.**  
**Manson, WA 98831**  
**February 12, 2019**  
**Regular Meeting of Commissioners**

locally. I forwarded the concept of the class to our 4-county region Life Safety Council. I have had offers for location to put the class in Wenatchee, East Wenatchee and Quincy. With schedules filling up, looks like it might happen in April. An available training room and my schedule to not conflict to have this class.

The class will be at no cost to anyone in the region. The focus group is volunteers to realize the opportunities in Community Risk Reduction.

**Assistant Chief's Report:** Assistant Chief Kermit McClellan had nothing new to report. Lt. Beau Alanis will be joining him to the VFIS driving instructor training next month in Auburn.

**EMS Report** - None

**Public Comment:** Chris Willouhby reported that the Association just ordered \$2500 in shirts.

**Adjournment:** Having no additional business before the Commissioners, the meeting adjourned at 5:35 p.m.

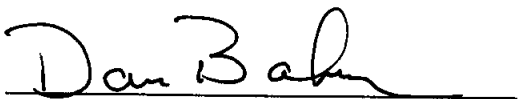
**Chelan County Fire District 5 Board of Commissioners:**



**Brian Harris, Commissioner Chairman**

absent

**John Spencer, Commissioner**



**Dan Baker, Commissioner**



**Attest: Patty McClellan**  
**District Secretary**