

Chelan County Fire District No. 5
250 West Manson Blvd.
Manson, WA 98831
January 15, 2019
Regular Meeting of Commissioners

Commissioners Present: Brian Harris (via speaker phone), John Spencer and Dan Baker

Others Present: Chief Arnold Baker, District Secretary Patty McClellan, Chris Willoughby and Russ Jones, Commissioner Chairman of CCFD7.

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 list of volunteers included on the 2019 Board for Volunteers (BVFF) Pension was reviewed. The remittance is \$1,030.00. An invoice voucher to BVFF for reimbursement of \$100 for physical for Dahiell Hei was presented for approval. Commissioner Harris motioned to approve payment to BVFF in the amount of \$1,030.00 and the invoice voucher to BVFF for reimbursement. Commissioner Spencer seconded the motion, passed unanimously. Commissioner Spencer signed the Invoice. Gunnar Rasmussen, son of Lieutenant Adam Rasmussen is our new volunteer. Gunnar is our first 16 year old in the retirement system. The Pension board closed at 4:34 and the regular meeting reconvened.

Public Comment: Russ Jones explained that he came to the meeting to expand his experience as a commissioner by viewing other districts. He briefly discussed the purchase of the new fire boat.

Chris Willoughby shared information from the Association meeting that was held on Monday. The decision was made to double the apparel order from last year to start out this spring.

Minutes: December'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: Chief reported that we went over budget for 2018. The amendment that was made last month was made before December payroll was posted in the County report, and was therefore overlooked. The 2018 budget of \$723,746 was amended to \$823,746. The actual expended amount for the year was \$849,609.95, putting us over by \$25,863.

The total points earned by volunteers for 2018 were reviewed. 2017 points was \$14.04 per point. This year more volunteers earned incentives due to certifications and attendance. Chief Baker explained that the point system was designed to grow, and we need to try to keep the point value consistent.

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Commissioner Baker motioned to increase the line item amount for volunteer points pay to \$47,000.00 which equates point value at \$12.18. Commissioner Spencer seconded, motion passed unanimously.

Approval of Invoices: The Regular Meeting of Commissioners was originally scheduled for January 8th. Due to Commissioner Harris still at home recuperating from surgery and Commissioner Baker at home with the flu, the meeting was rescheduled for January 10th. On January 10th Commissioners Harris and Baker were no better than on the 8th and the meeting was rescheduled once more to January 15th. In order to expedite payment of bills, Commissioner Harris approved voucher FD51 in the amount of \$13,746.41 and voucher FD52 in the amount of \$9,115.60 verbally to District Secretary Patty McClellan on the phone on January 10th. Commissioner Baker approved the vouchers FD51 in the amount of \$13,746.41 and FD52 in the amount of \$9,115.60 via email message, dated January 10th (attached). Commissioner Spencer signed the voucher approval for submission to the County on January 10th. Approval being unanimous.

Old Business:

Company Calendar:

Chief Baker attended the Chelan County Hazard Mitigation meeting on January 10th. District 5 is annexing into the County's mitigation plan. Lake Chelan Reclamation is applying for a grant to get a trailer generator for lift stations to keep domestic water system in case of emergency.

Chief Baker would like to attend a Community Risk Reduction conference in Reno in March. The Commissioners approved the conference.

The Fire Fighter Awards Banquet is scheduled for April 29th, once again at Charlie and Tracey Brown's barn.

Esign –nothing new to report

E54 Chassis Update - Chief Baker shared photos of some of the chassis updates to E54. The pump module is now on the new chassis; they've worked on the dash, and the pump panel is mounted inside the dash of the truck. Cascade Fire is planning on having E54 finished in Mid-February.

Assistant Chief's Report: Assistant Chief Kermit McClellan is registered for the VFIS Instructor class coming up in March, located in Auburn. New chains are needed for E51. They are over half their life and it's better to buy new ones rather than keep patching in links. Camlocks will be purchased again, the same as what we already use, but new.

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New Business:

The annual resolutions:

Commissioner Spencer motioned to approve Resolution 2019-01 Appointing Fire Commissioner Board Officer Positions & Secretary. Commissioner Baker seconded, motion passed unanimously.

Commissioner Spencer motioned to approve Resolution 2019-02 Establishing the Dates & Times of Regular Board Meetings. Commissioner Baker seconded, motion passed unanimously.

Commissioner Spencer motioned to approve 2019-03 Granting Authority to Execute Funds Transfer Between District Accounts. Commissioner Baker seconded, motion passed unanimously.

Commissioner Spencer motioned to approve 2019-04 Appointing Payroll Officers for Fiscal Year 2019. Commissioner Baker seconded, motion passed unanimously.

Commissioner Spencer motioned to approve 2019-05 Appointing Finance Auditing Officers for Fiscal Year 2019. Commissioner Baker seconded, motion passed unanimously.

Station 52 Planning:

The idea of choosing an architect for plans for station 52 was discussed. The list of MRSC architects was reviewed. Chief Baker has knowledge of 4 of them and their experience. The choice will be made based on qualification. It was agreed for Chief Baker to start the process.

Chiefs Report:

Incidents

17 Calls for service in the month of December; 16 within Fire District 5 and 1 out of the District. Fire responded to 4 calls within District 5.

In District 5; 1 Authorized burning, 1 Motor Vehicle Accident with No Injuries, 1 Toxic Condition (odor from creosote wood burning) , 1 call to Assist EMS crew.

EMS responded to 13 medical calls in District 5 (1 of these with assistance of Fire).

Out of District; 1 Dispatched & cancelled enroute.

December Call Times;

Fire Call Processing was at 3:28, Arrival on scene at 19:26.

EMS Call Processing was at 1:36, Arrival on scene at 10:49.

Of the 16 dispatches in District 5, 12 calls were compliant to NFPA 1221, for call processing for 75%.

Of the 16 responses in District 5, 12 calls were compliant to Fire District 5 benchmark of 12:00 minutes for 75%.

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Personnel and Training

Training in December consisted of Rig checks on Station-51 trucks, Medical OTEP (skills make-up), 24/7 Online (Hazardous Materials & Haz-Mat Operations Update modules) and an Officer meeting. Christmas Eve and New Year's Eve conflicted with 2 weeks of drills. I have adopted the plan when Mondays have a holiday conflict to then have drill on Tuesday. In both cases the Tuesday was also a holiday.

Recruitment & Retention

We have officially recruited Gunnar Rasmussen (Adam's son) as a Junior Firefighter, just turned 16. VFIS has the Junior Firefighter Program. As I just learned, the WA Board of Volunteer Firefighters also extends retirement eligibility earning to start at age 16. The only limitation on Gunnar is not being able to participate inside a hazardous atmosphere for 2 more years.

Facilities and Equipment

E-52 update, the CAFS system is fixed and tested. The front tires still need replacing and working on scheduling that with another trip to Wenatchee.

E-53 update, Tom Fix and I pulled a rear dual off to replace the oil seal. I incorrectly reported that both sides were leaking, not the case, only the right side. That was a big job for inside a fire station. Locating the seal was a challenge, none on the west coast. One parts supplier in Nashville had 300 of them, we bought 2. The brake shoes were good, just cleaned them up. We will get a tire guy to come in and replace an inner tube. That should take that truck to the end of its life.

E-54 update, the old chassis is stripped from the equipment that will be reused. The pump module is on the new chassis. Dave the shop foreman for Cascade is trying to get the truck complete by mid-February.

RiverCom

Century Link had an outage that took out the 911 service for nearly the whole state. WA is trying to get all dispatch centers onto a new database program for 911 location and caller ID. That new system went down. The centers that are still on the old system were not affected in the outage. It was quickly resolved and the FCC was following up with Century Link to find the cause.

We are fortunate that our new RiverCom Director had a very short learning curve to get the right people on the phone and troubleshoot and learn that it was above RiverCom's level of control. Dispatchers did send an Alert Sense message to all cell phones with instructions.

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Prevention

The Regional Fire Prevention & Safety Grant application was submitted on Dec 20th. 12 departments are participating in this smoke alarm grant. I highlighted the goal to get all of Chelan County fire departments doing Community Risk Reduction.

In 2017 there were a total of 435 calls, in 2018 there was a total of 460 calls, Fire & EMS combined. This December were not many calls for the fire personnel. There were mostly complaints and supporting EMS is secondary. The number of Manson calls is climbing. The number of fire calls is related to the number of buildings. The number of EMS calls is more dependant on population.

The stove burners at Station 52 are being changed to “smart” burners. The call alarm wasn’t kicking off power to the stove as needed. These new burners turn off at a certain temperature, making cooking fire much less likely. This is a trial towards investigating prevention item.

Commissioner Baker ask if repairs to E52 were complete? E52 is now a complete project, with CAFS unit working as expected. The truck still needs tires. E53 is now 48 years old, so it’ll be retiring in the not too distant future, but this engine is a reserve engine, and so will be replaced with another reserve engine, a used truck being sufficient for it’s purpose. It is in the planning schedule to replace E51 in 2025.

Commissioner Baker asked about the back up camera for tender. Chief responded that the back up camera is here, we just need to have the mechanic install it.

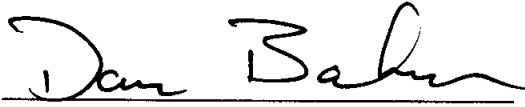
Michell Mizzola recently contacted Chief Baker to tell of a Dept of Agriculture grant for Rural EMS. The grant is up to \$200,000. She is researching this grant by contacting Patty Murry to find the source of this grant and how to apply.

Public Comment: Commissioner Harris thanked Russ Jones for coming to our meeting.

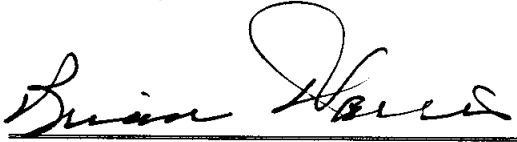
Adjournment: Having no additional business before the Commissioners, the meeting adjourned at 5:25 p.m.

Chelan County Fire District 5 Board of Commissioners:

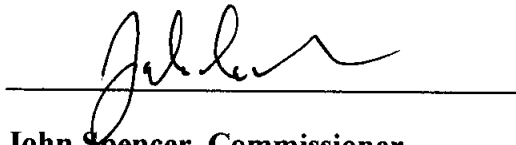
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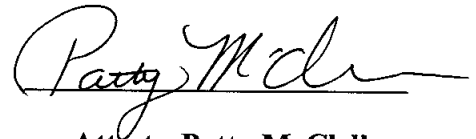
Dan Baker, Commissioner



Brian Harris, Commissioner Chairman



John Spencer, Commissioner



Attest: Patty McClellan

District Secretary