

**Chelan County Fire District No. 5**  
**250 West Manson Blvd.**  
**Manson, WA 98831**  
**December 12, 2017**  
**Regular Meeting of Commissioners**

**Commissioners Present:** <sup>John</sup> ~~Brian~~ Spencer, via conference phone, Dan Baker and Brian Harris

**Others Present:** Chief Arnold Baker, Assistant Chief Kermit McClellan, Patty McClellan and Erin w/Lake Chelan Mirror

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

**Pension Board:** Opened at 4:30. Chief reported that there is the possibility of a couple new volunteers, waiting for applications to be returned. With nothing more to report, the Pension Board adjourned. Regular meeting resumed at 4:31.

**Correspondence** –none

**Minutes:** November 13th Meeting Minutes were presented and reviewed. Commissioner Harris motioned to approve the minutes as presented; Commissioner Baker seconded; Motion passed unanimously.

**Financial Report:** Chief reported that the District has over \$100,000 carry over to 2018, including the purchase of the generator. \$150,000 was transferred today into the Reserve Account. The new engine replacement will most likely hit the Budget in 2019. We'll work on the chassis replacement on E54 first, in 2018. The other replacement would be the ambulance, which would be purchased with a 95% grant. This AFG grant should open any time, probably in January.

**Approval of Invoices:** Generator purchase for \$16,779.15 in PA was discussed. It looks great, and Chief Baker and others have seen video of load testing. The price is excellent. It is on consignment with GPM. Commissioner Baker motioned to approve and pay the December Vouchers FD51 in the amount of \$24,661.78, (which included the generator) and FD52 in the amount of \$182.91. Commissioner Harris seconded; Motion passed unanimously.

**Chiefs Report:**

**Incidents**

There were 26 Calls for service in the month of November; 23 within Fire District 5 and 3 out of District 5. Fire responded to 14 calls; a structure fire on Boyd Loop Rd, 2 motor vehicle accidents with no injuries, 1 motor vehicle accident with injuries, a power pole fire, an authorized control burn, a chimney fire, a cooking fire contained to the stove, a grass fire caused by a down power line and 5 medical assist calls.

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EMS responded to 14 medical calls in District and 5 of those were with Fire's assistance. EMS also responded to 3 calls out of District 5. A notable call was Nov 28<sup>th</sup> for a cardiac arrest patient, the spouse started CPR while calling 911; Dispatch call processing at 52 seconds, I was the first responder enroute 1:27 after the tone out, drive time of 1:15 for a total time of 911 to arrival of 3:34. The patient is going through an extended recovery but looks to make a full recovery. Our cooperated work with the Hospital's EMS has another successful code save.

Fire Call Processing was at 1:15, Arrival on scene at 10:06.

EMS Call Processing was at 1:28, Arrival on scene at 11:55.

Of the 23 calls in District 5, 21 calls were compliant to NFPA 1221, for call processing.

### **Personnel and Training**

Training for November consisted of a search & rescue drill at Station-52, more SCBA drills, medical OTEP, 24/7 Online Extrication Update module and Water Supply & Tender Operations module, and an officer meeting.

A contractor contacted us about burning a mobile home. He came with necessary paperwork in hand on Dec 1<sup>st</sup>. I went to look at the building for integrity to do live fire training and found it in satisfactory condition. I processed the required informing for Ecology on the 1<sup>st</sup> because of required 14 day notification period. Paperwork is in place, the planned burn date is Dec 18<sup>th</sup>. Hope we don't have an air quality burn ban in place.

### **Recruitment & Retention**

A potential new recruit stopped by last week. The individual is applying for the open job at the Reclamation District and is a current volunteer in Duvall, with Firefighter 1 and EMT certifications.

### **Facilities and Equipment**

The air compressor is still working well; an open issue is the unit did not have a UL label on it, the L&I inspector did not sign off on the installation because of lack of a UL label. In contact with Scott service supervisor and they are close to labeling, it will not be UL but a higher level certification. I should have an answer on the labeling by Board meeting day.

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Tom Fix worked on Brush-51; we had a leak in the plumbing from pump to tank. The galvanized pipe has had water in it for 25 years and it finally rusted through. He replaced all the pipe in the area while it was apart. Tom is now trying to trace wiring harness lines on Engine-52 to see if we can resolve the CAFS foam issue as a sensor needing replaced.

I proceeded to process a purchase request with consensus of the Commissioners for a 125kw generator from GPM Surplus in Lebanon PA. The purchase price is \$14,950; estimated shipping is \$1,829.15 from a quote they received. Shipping can only be estimated now until an actual shipping request is made. More likely we can get that cost reduced by a \$200 and have that refunded. Total voucher request is \$16,779.15.

**RiverCom**

December meeting is my last meeting as Operations Group Chair. In January I will be the 5<sup>th</sup> Board position for the 2018 year.

**Prevention**

The CPAW Group (Community Planning Assistance for Wildfire) made their final presentation on Dec 6<sup>th</sup>. Two County Commissioners were present, 5 Fire Districts were represented, the County Fire Marshal, WA DNR and Chelan County Natural Resource Dept. that hosted the grant that brought the CPAW process to the County. The next step is to receive the final document via email by about Dec 15<sup>th</sup>.

There was discussion at the end of the presentation around the statement by Fire Marshal Bob Plumb to recommend to the County Commissioners the adoption of the International Wildland Urban Interface Code with amendments. By requesting the adoption then the County Commissioners can set a timeline expectation and assign task groups to review sections of amendments to report back. We have a hopeful codified date of July 1<sup>st</sup> 2018. The request for adoption could bring people out of the woodwork that have been holding back in the process until now. This is a very good code and we want to be thoughtful in process to allow the cities in Chelan County to follow the County's lead, uniform adoption.

Travis Ferrar took an application packet, we are waiting for it's return; Kevin Amsden has a 19 YO student who is interested in volunteering. Kevin will send him down.

Air compressor – Upon inspection it was found that the new air compressor does not have a UL label. Labor & Industries will not sign it off without one. Nick Glenn, as an electrician wants to disconnect the compressor until it has this label on it. Scott wants to do a higher certification than the UL, but they don't have labels yet. L&I is adamant that the UL sticker must be in place on the compressor by 12/31. Scott says they can't do it by that deadline, so they are offering an "air trailer" for our use until the certification label is complete.

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**Assistant Chief's Report:**

Kermit passed the FO1 (Fire Officer 1) test. Congratulations! He previously took the FO2 test, as it was sent to the testing site by mistake. Taking that test with no studying or preparation he scored 58% so he plans on pushing forward to pass this test in the near future as well. He will also need to pass the practical on this.

**EMS Report: None**

**Old Business:**

Calendar: A training house burn in a manufactured home on Manson Blvd is planned for December 18 if DOE (Dept. of Ecology) conditions allow. If not, then we will have to wait. The inversion layer is forecast to move by Friday. The burn will begin at 5:00 pm.

Station 52 Ecology Wall Bids- An updated bid from Steveson Excavation was received. To be certain everyone was bidding the same thing, Steveson added the drainpipe & gravel to his bid. We want the project done correctly with controlling of the bank. Steveson would prefer to wait until spring. Commissioner Baker would like some ballpark numbers on putting the generator in back end of the lean-to instead of out front, thus making ingress and egress of vehicles a lot easier. The reason it was initially planned for placement up front was due to the location of the electrical panel. Commissioner Harris (also an electrician) estimates the cost to be approximately \$30 linear ft. for the wire to run out back. It was estimated to cost approximately \$3,000 to \$5,000 to install the generator in the back of the structure. The question was raised as to whether this would reduce the need for the retaining wall out back. We're getting erosion & sluffing of the bank behind the station. This is the time to fix all that and finish what was started several years ago. Chief will take pictures and present them for discussion at the January meeting.

Commissioner Harris motioned to accept the bid from Steveson Excavation in the amount of \$15,202.10 (including sales tax) with stipulations of engineering approval. Commissioner Baker seconded the motion; motion passed.

Electronic Sign- Patty spoke with Judy Dai, who has resigned from her position on the Manson Chamber. There will be a whole new Board for 2018. The new Board will have a daylong retreat the first part of January to choose their Board positions. Until then, there really is nobody to talk to about the sign project. Patty will call and find out who is Board President the second week of January and try to get on a Board meeting agenda.

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Incentive Compensation Plan: Kermit has passed his Fire Officer I test. The compensation for FO1 is not listed in the Policy, but there needs to be one. There were several FO1 prerequisites that he already has. Pre recs for FO1 include Hazmat Awareness, Hazmat Ops, FF1, FF2, Inspector 1, and Instructor 1; all of those pre rec classes were included in the FO1 testing. Officers will need to complete these things to move forward in the future. This will also be setting a precedent for future officers. Fire Instructor 1 and Fire Instructor 2 will be paid incentive of \$1000 each. Fire Inspector 1 and Fire Inspector 2 will be paid incentive of \$1000 each. Fire Officer 1 and Fire Officer 2 will be paid incentive of \$1500 each. The Commissioners approve this as of this date. These figures will be reviewed each year. Commissioner Baker motioned to accept this; Commissioner Spencer seconded the motion; Motion passed unanimously.

**NEW BUSINESS:**

Pre-Fire Plans –Arc GIS wants to take our fire plans and incorporate them as a layer in the County GIS. This would make the fire plans available to the entire county in an emergency. It could be viewed on any mobile device also. The fire plan is currently in an excel format, but can be changed. We have the drafting program to make a gif or jpg image to export.

Retrofitting the lighting at Station 52 was discussed at great length. The bottom line is that having the LED fixtures that shine light instantly as opposed to a warm up time, actually improves the safety of responders running in and out of the station. It makes sense to do this as an operational and maintenance stand point, not necessarily as a financial savings. Commissioner Baker motioned to accept Zuluaga Electric's Estimate and proceed with this. Commissioner Harris seconded; Motion passed unanimously.

Visa Bonus Points – The District has a Visa card that earns points with use. We have accumulated several thousand points in the last few years. Donating items purchased with these points to the Association for auctioning at the Banquet Fund Raiser seems like the right thing to do with them. Commissioner Spencer motioned to use the points for the Association. Commissioner Harris seconded; motion passed unanimously.

2018 Levy was revisited, as it was not signed last month. Commissioner Harris motioned to approve Resolution 2017-12 for a 1% increase, \$5,916.05 and the levy certification of 624,891.80 and the refund levy of \$1,528.11; Commissioner Baker seconded; Motion passed unanimously.

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Commissioner Baker motioned to approve the 2018 budget in the amount of \$723,746.00; Commissioner Harris seconded; Motion passed unanimously.

Paid Sick Leave with L&I – The new Labor & Industries paid sick leave law is in effect as of January 1, 2018. It requires that all employees be compensated for sick leave time in the amount of one hour per 40 hours worked. Patty and Chief Baker are currently paid 8 hours per month for sick leave time, as it is equivalent to what the law requires. The District will maintain a spreadsheet on each employee to keep track of their hours. Fire Officers are covered under BVFF and not L&I so this does not apply to them, but it does apply to shift employees.

Oath of Office for Brian Harris: Commissioner Harris stated his oath of office for the next term and signed the Certificate, which Patty notarized. Commissioner Baker will step up to Commissioner Chairman for 2018 and Commissioner Harris will assume the Vice-Chair position.

Public Comment: Kermit, owner of McClellan Snow Removal announced his rate for 2017/2018 station snow removal to be the same as last year at \$55 per incident.


Adjournment: Having no additional business before the board the meeting adjourned at 5:46 p.m.

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

  
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**John Spencer, Chairman**

  
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**Dan Baker, Commissioner**

  
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**Brian Harris, Commissioner**

  
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Attest: Patty McClellan  
District Secretary