

Chelan County Fire District No. 5
250 West Manson Blvd.
Manson, WA 98831
July 10, 2018
Regular Meeting of Commissioners

Commissioners Present: Dan Baker, Brian Harris, John Spencer

Others Present: Chief Arnold Baker, Assistant Chief Kermit McClellan, District Secretary Patty McClellan and Chris Willoughby

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

Pension Board: Opened at 4:32; There are a couple more new recruits with packets out. Regular meeting resumed 4:33

Public Comment: None

Minutes: June 12th Regular Meeting Minutes were presented and reviewed. Commissioner Harris motioned to approve the minutes with a correction on the first line of the Chief's Report; Commissioner Spencer seconded; Motion passed unanimously.

Financial Report: No questions

Approval of Invoices: Commissioner Baker made the motion to approve vouchers FD51 in the amount of \$6,844.67 and FD52 in the amount of \$16,207.18 and FD53 in the amount of \$1,520.21 as presented. Commissioner Spencer seconded; Motion passed unanimously.

Old Business:

Generator Update – Colvico should be here later this month to install the generator. If Colvico can't place the generator in place Adam Rasmsussen has offered his help with the equipment that can do it.

Training Property: In contacting the Title Company this morning, they informed that they are waiting on Boundary Line Adjustment cost and closing costs to have a final figure of amount due at closing. The contract states that the seller is responsible for the expense of the boundary line adjustment. The Title Company will have a final figure before the August meeting so that we can voucher for that amount in time to have the money for the closing date on September 19. It was agreed by all that the District will need to hire an architect to make sure we do any necessary prep work prior to beginning the build. There will be a change order from Colvico for the electrical conduit.

E-Sign – no update

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State 3-Year Audit – Commissioner Spencer reported that he had been present for the opening and exit teleconference meetings. The audit found 3 policy accountability items. These are recommendations from the Auditor, not actual “Findings”.

- We should create a Small & Attractive Asset Policy. We will make it a simple policy, without too many details, but enough to show that we do have a policy for keeping track of our assets.
- The Auditor recommends that we have a formal procurement policy. We do currently have a Policy that states purchases up to \$1000 just get quotes, over that, we have to post bids, etc. We need to do better documentation in the minutes. We will draft a policy that states that the District “complies with county, state and federal bid policy”
- The Auditor recommends that the District include all costs associated with the procured item in the bidding process (such as delivery & travel costs). Chief Baker points out that the minutes need to be more detailed about the bid conversations of Commissioner Meetings.

MRSC Small Works Roster: A rough draft of the “Sample Resolution” to adopt the use of the MRSC Small Works Roster was reviewed. The rough draft of the resolution will be emailed to each of the Commissioners in Word document format so that each Commissioner can make changes that they think appropriate. The Resolution will be reviewed again at the August meeting.

E-54 Chassis Update – The new chassis for E-54 is currently in Pacific, WA. It should arrive in Yakima this week. An insurance binder for the chassis was put into place on July 2 to insure coverage. Chief Baker expects to receive an invoice sometime this month, in accordance with the bid. If we need the check sooner, we may have to call a special meeting. When Cascade Fire begins working on the chassis it will be billed as time & materials, billing as they go. E54 will remain here in the District until after fire season is behind us.

New Business:

Resolution 2018-09, Alternative Fuel Exemption:

Resolution 2018-10, Equipment Surplus and Disposal

Commissioner Harris motioned to approve both Resolution 2018-09 and 2018-10 as written. Commissioner Spencer seconded. Motion passed unanimously.

Wildland Fire Response and Mutual Aid – Chief Baker assured the Commissioners that our fire district does participate in mutual aid. There are some fire situations that simply do not make sense for us to be involved in, such as the recent Entiat River fire. By the time people from our District would get there it just wouldn’t be logical with turnaround time, etc.

In order to participate in State MOB they have to commit to 72 hours. Many of our volunteers have jobs. When there is a more local incident, such as the 2015 fire our volunteers most

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definitely get involved. For one thing, their employers *want* them to go fight that fire. Also, in a more local situation we can leave apparatus on the scene and switch out fire fighters. We also feel it valuable to keep our reserves closer to home.

Chief Baker went on to say that it's been 16 years since the Deer Point Fire. Statistically we would experience another such fire as that in 15 years' time. There are many more homes to protect in our District than there were 16 years ago.

Bi-Annual Points/Payroll Approval - The board was in consensus about the presented points for the first half of the year to be paid in July's payroll, to be received on August 5th.

Chiefs Report:

Incidents

49 Calls for service in the month of June; 47 within Fire District 5 and 2 out of the District. Fire responded to 26 calls within District 5, 1 out of District 5.

In District; 1 Authorized burning, 3 Brush & grass fire, 2 power pole fire, 2 Motor Vehicle Accident with no injuries, 1 Motor Vehicle Accident with injuries, 1 Motor Vehicle/Pedestrian, 1 gas leak in an RV, 1 unintentional alarm at the School, 1 dispatched and cancelled, 1 gas & oil spill in the marina, 1 biological hazard cleanup, 11 calls to Assist EMS crew. The out of District call was to District 7 in Howard Flats for a structure fire, response with water tender.

EMS responded to 36 medical calls in District 5 (11 of these with assistance of Fire), and the 4 motor vehicle calls. 1 medical call out of District 5.

June Call Times;

Fire Call Processing was at 2:57, Arrival on scene at 13:54.

EMS Call Processing was at 1:29, Arrival on scene at 8:59.

Of the 37 calls in District 5, 26 calls were compliant to NFPA 1221, for call processing for 70%.

Of the 36 calls in District 5, 30 calls were compliant to Fire District 5 benchmark of 12:00 minutes for 83%.

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An item noteworthy, since fireworks ban took effect, the number of fireworks related calls and complaints has fallen sharply. In discussion with Fire Marshal Plumb, we want to get the fireworks code back in front of the County Commissioners this year. The current County Code 7.44 for fireworks sets the allowable use time, that being New Year's Eve. It does not limit the sale, purchase or possession of fireworks. Some of our fireworks incidents are the result in common fireworks meeting state code, sold at Walmart. The large illegal fireworks that usually come from tribal sales stands are becoming a smaller issue.

Personnel and Training

Training for June consisted of CAFS (Compressed Air Foam System) Interface protection, medical OTEP covered Endocrine emergencies, 24/7 Online modules this month covered Building Construction Awareness and Fireground Hydraulics, also quarterly SCBA tests and working with new firefighters training to the SCBA proficiency test, officer meeting

Recruitment & Retention

We have had 2 new recruits' process membership packets in the past month. One to be a firefighter and the other is an EMT working for a private EMS company in King County that will be moving to Manson in a month.

Facilities and Equipment

The Engine-52 CAFS issue is not resolved yet. Tom Fix is working with a technician at Hale that manufactured that CAFS system. They are step by step going through a list of items they have seen as service issues.

The E-54 chassis is still enroute to Yakima, could arrive as soon as Monday or Tuesday. I had VFIS put a binder on the chassis to protect us for when the chassis is delivered. My plan with Cascade Fire is to have them start the chassis wiring for lights, siren and antennas. About half the labor can be done before they would need E-54 to start tearing it down.

Stevenson Excavation completed the ecology block wall at S-52. They did good work and completed all the details I had asked of them. I hired them to do a secondary project, load up all our junk piled behind the station. We will be billed time and equipment for that work. It helped spruce up the back of the station a lot.

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RiverCom

When RiverCom opened FRP's for consulting about the facility's needs, no one had submitted a proposal. Director Fosse called some of the vendors to ask why, too busy. In more discussion that work load can change in a couple months' time, re-issuing the RFP.

The Blag repeater is still an open project; the road has to be repaired to get a concrete truck, to the mountain top. Over 100 yards of concrete are required for the large deep footings.

Prevention

On July 3rd Chelan County went from Moderate to High Fire Danger designation. The decision was unanimous within the County and with Forest & DNR partners.

Bob Plumb & Chief Baker will draft something for the Sheriff's Dept. about what needs to be done for siting community burning. Sit down also with Brian Burnett. They're the only ones who can write a citation. The Dept. of Ecology takes too long. The burn ban needs to mean something.

Marina spill – The absorbent supply was good. Bellows torn out of boat, so the boat was sinking with oil and fuel leaking into marina. We kept the hazmat contained. Dept. of Ecology was very pleased with how we did with it. Well contained. After the incident, we spread absorbent out to dry out and evaporate, clean. It can now be used again.

In June DOE had training for emergency management. Chief Baker went. He made connections with new people in DOE. Chief Baker wants a spill response trailer, giving more supply and providing a much easier way to get to spill site. (10-12' utility trailer)
There is an upcoming grant thru Dept. of Ecology, Chief Baker will apply and possibly get that trailer?

Assistant Chief's Report: Assistant Chief McClellan reported that he's been continuing with driving. Boat launch is full, so he's been using the area across from the High School. He's been getting several new people on trucks and others checked off. John suggested possibly using the parking lot at North Shore Bible Church if needed. McClellan point out that the compressor died. There is no pressure. Asked if there is a reset on motor? Chief Baker will check. If it's really dead, we'll buy another. Kermit thinks something bigger like commercial/professional grade, preferably an upright model.

EMS: no report


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Public Comment: Chris Willoughby shared the new Association hats that are being sold. This new design costs a little more, but seems to be selling more. The Boot Drive was a great success on the 4th of July this year, being the second most successful ever raising \$2390 in just over 2 hours. Half of this money goes to the community fireworks. The remainder is set aside for Season of Hope.

Chris will be making lamps out of old SCBA tanks to sell.

Adjournment: Having no additional business before the Commissioners, the meeting adjourned at 5:50 p.m.

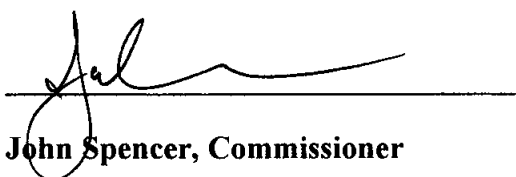
Chelan County Fire District 5 Board of Commissioners:



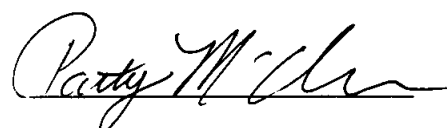
Dan Baker, Commissioner Chairman



Brian Harris, Commissioner



John Spencer, Commissioner



Attest: Patty McClellan

District Secretary